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Members:

Benicia
Dixon
Fairfield
Rio Vista
Solano County
Suisun City
Vacaville
Vallejo



**INTERCITY TRANSIT CONSORTIUM
AGENDA**

10:00 A.M., Wednesday, September 28, 2005
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA

<u>NO.</u>	<u>ITEM</u>	<u>STAFF PERSON</u>
I.	CALL TO ORDER	John Harris, Chair
II.	APPROVAL OF AGENDA (10:00 - 10:05 a.m.)	
III.	OPPORTUNITY FOR PUBLIC COMMENT	
IV.	REPORTS FROM CALTRANS, MTC, AND STA STAFF (10:05 – 10:10 a.m.)	
V.	CONSENT CALENDAR <i><u>Recommendation:</u> Approve the following consent items in one motion.</i> (10:10 – 10:15 a.m.)	
A.	Minutes of the Consortium Meeting of August 31, 2005– Pg. 1 <i><u>Recommendation:</u> Approve minutes of August 31, 2005.</i>	Johanna Masiclat
B.	STA FY 2005-06 Meeting Calendar - Pg. 7 <i><u>Informational</u></i>	Johanna Masiclat
C.	Funding Opportunities Summary- Pg. 9 <i><u>Informational</u></i>	Sam Shelton

- D. Solano Paratransit Vehicle Lease Agreement- Pg. 19** Elizabeth Richards
Recommendation:
Recommend that the STA Board authorize the Executive Director to execute the attached Solano Paratransit Vehicle Lease Agreement.
- E. Solano Paratransit Assessment Study – Pg. 25** Elizabeth Richards
Recommendation:
Recommend the following to the STA Board:
- 1. Authorize the Executive Director to release a Request for Proposals for the Solano Paratransit Assessment Study.*
 - 2. Authorize the Executive Director to execute a contract with a consultant for the Solano Paratransit Assessment Study not-to-exceed \$35,000.*
- F. Final 2005 Solano Congestion Management Program (CMP) – Pg. 27** Sam Shelton
Recommendation:
Recommend that the STA Board approve the Final 2005 Congestion Management Program and forward to MTC.

VI. ACTION ITEMS

- A. Programming of the 2006 State Transportation Improvement Program (STIP)** Jennifer Tongson
Recommendation:
Review and provide comments to MTC's draft 2006 RTIP Policies and Procedures.
(10:15 – 10:25 a.m.) – Pg. 29
- B. MTC's T-2030 Plan – Review of "Calls to Action" Proposals** Jennifer Tongson
Recommendation:
Forward a recommendation to the STA Board authorizing the Executive Director to transmit a letter requesting amendments to MTC's Transportation 2030 Calls to Action – High Priority Action Items and Work Plan as specified.
(10:25 – 10:30 a.m.) – Pg. 89

- C. Countywide TLC Planning Grants for FY 2005-06** Robert Guerrero
Recommendation:
Forward a recommendation to the STA Board to approve the following projects for FY 2005-06 Countywide Transportation for Livable Communities Planning Funds as specified:
1. *City of Fairfield-Alan Witt Transportation Linkage Design Project (\$50,000)*
 2. *City of Rio Vista-Waterfront Plan (\$50,000)*
 3. *City of Vacaville-Vacaville Creekwalk Extension (\$25,000)*
- (10:35 – 10:40 a.m.) – Pg. 111
- D. Legislative Update – September 2005 and Draft 2006 Legislative Priorities and Platform** Jayne Bauer
Recommendation:
Forward the STA's Draft 2006 Legislative Priorities and Platform to the STA Board with a recommendation to distribute for 30-day review and comment.
(10:40 – 10:45 a.m.) – Pg. 125
- E. Marketing Consultant Services for STA, SolanoLinks, and SNCI Marketing Plan 2006-2007 (Phase II) – Pg.** Jayne Bauer
Recommendation:
Approve the following:
1. *The proposed Marketing Plan (Phase II) for STA, SolanoLinks Transit, and SNCI as specified in Attachment A; and*
 2. *Forward a recommendation to the STA Board to authorize the Executive Director to release a Request for Proposals (RFP) for a two-year marketing consultant services contract in an amount not to exceed \$170,000.*
- (10:45 – 10:50 a.m.) – Pg. 139

VII. INFORMATION ITEMS

- A. Alternative Modes Fund Strategy** Robert Guerrero
Informational (10:50 – 10:55 a.m.) – Pg. 145
- B. Unmet Transit Needs Public Hearing for FY 2006-07** Elizabeth Richards
Informational (10:55 – 11:00 a.m.) – Pg. 151
- C. Intercity Transit Funding Agreement** Elizabeth Richards
Informational (11:00 – 11:05 a.m.) – Pg. 153

D. Rio Vista Intercity Transit Proposal
Informational (11:05 – 11:10 a.m.) – Pg. 155

John Andoh
Rio Vista

E. SNCI Monthly Issues
Informational (11:10 – 11:15 a.m.) – Pg. 161

Anna McLaughlin

F. Local Transit Issues

Group

VIII ADJOURNMENT

The next regular meeting of the STA SolanoLinks Intercity Transit Consortium is scheduled for **10:00 a.m. on Wednesday, October 26, 2005.**



INTERCITY TRANSIT CONSORTIUM

**Minutes of the meeting of
August 31, 2005**

I. CALL TO ORDER

The regular meeting of the SolanoLinks Intercity Transit Consortium was called to order by Chair Harris at approximately 10:31 a.m. in the Solano Transportation Authority Conference Room.

Consortium Present:

John Andoh
Jeff Matheson
George Fink
J.D. Lynd
Brian McLean
John Harris

Benicia Transit
Dixon Read-Ride
Fairfield/Suisun Transit
Rio Vista Transit
Vacaville City Coach
Vallejo Transit

Also Present:

Gian Aggarwal
Daryl Halls
Dan Christians
Elizabeth Richards
Anna McLaughlin
Jayne Bauer
Robert Guerrero
Jennifer Tongson
Johanna Masiclat

City of Vacaville
STA
STA
STA/SNCI
STA/SNCI
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STA

II. APPROVAL OF AGENDA

On a motion by Jeff Matheson, and a second by George Fink, the SolanoLinks Intercity Transit Consortium approved the agenda.

III. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

IV. REPORTS FROM CALTRANS, MTC, AND STA STAFF

Caltrans: None presented.

MTC: None presented.

STA: Elizabeth Richards announced the annual Unmet Transit Needs Public Hearing scheduled 5:45 p.m. on Wednesday, December 7, 2005 at the Suisun City Hall.

V. CONSENT CALENDAR

On a motion by Jeff Matheson, and a second by J.D. Lynd, the SolanoLinks Intercity Transit Consortium unanimously approved the Consent Calendar.

Recommendation:

- A. Approve Minutes of the Consortium Meeting of June 29, 2005.**
- B. STA Meeting Schedule Update**
- C. Funding Opportunities Summary**
- D. Bay Area Commute Profile Study**
Informational
- E. Route 30 Performance Update**
Informational
- F. Federal Legislative Update – August 2005**
Informational

VI. ACTION ITEMS

- A. SAFETEA Third Cycle STP/CMAQ Funding Policies**
Daryl Halls reviewed the policy issues and priorities being proposed by MTC for the allocation of the Third Cycle funds. He cited that several CMA directors expressed support at the August 1, 2005 meeting of the Partnership Board meeting for dedicating the remaining \$100 to \$150 million in Third Cycle funds to increasing the funding for three specific purposes: Local Streets and Roads Shortfall, Transit Capital Shortfall, and CMA Planning Activities.

Recommendation:

Forward a recommendation to the STA Board to request MTC dedicate additional Third Cycle SAFETEA STP/CMAQ funds to Local Streets and Roads, Transit Capital Replacement, and CMA Planning Activities.

On a motion by Jeff Matheson, and a second by George Fink, the SolanoLinks Intercity Transit Consortium approved the recommendation.

B. Bay Area Partnership Board Membership

Daryl Halls outlined the process and eligibility criteria for adding new members to the Bay Area Partnership Board. He cited that the City of Benicia's request for membership at the August 1, 2005 meeting was tabled to enable Solano County to discuss the request in more detail at the Transit Consortium. He also noted that based on MTC's modified criteria for Partnership Board membership, all of Solano County's transit operators could be eligible to request membership on the Partnership Board.

Recommendation:

Forward a recommendation to the Board pursuant to the following Bay Area Partnership Board memberships:

1. Support the Bay Area Partnership Board membership request *for Benicia Transit and Fairfield/Suisun Transit Operators as recommended by the Transit Consortium and the STA TAC.*
2. Support adding to the Bay Area Partnership Board a public works director representing the public works directors for the County of Solano.

On a motion by George Fink, and a second by John Andoh, the SolanoLinks Intercity Transit Consortium unanimously approved the recommendation to include modifications shown above in *bold italics*.

C. Amendment of State Transit Assistance Funds (STAF) Proposed Funding Plan for FY 2005-06 and FY 2006-07

Elizabeth Richards outlined additional requests received for the STAF project lists to include \$60,000 by the City of Fairfield for a consultant to study the location and various others aspects of the Fairfield's Central Transit Station, \$12,000 by STA to amend the Safe Routes to School/Transit study contract; and \$10,000 by STA for an amendment to the existing consultant contract to incorporate modeling needs for the Auburn to Oakland Commuter Rail Study.

Recommendation:

Recommend to the STA Board to approve an amendment to the FY 2005-06 STAF project list on Attachment D and the preliminary FY 2006-07 STAF project list on Attachment E.

On a motion by John Andoh, and a second by Jeff Matheson, the SolanoLinks Intercity Transit Consortium approved the recommendation.

D. 2006 STIP Programming

Jennifer Tongson reviewed the current summary of STIP County Shares as well as the updated 2006 STIP County Shares (RTIP only), which was distributed at the meeting. She noted that STA staff is proposing a fund strategy to "replace" the STIP funds with funds from the upcoming SAFETEA Cycle 3 STP funds for local road rehabilitation. She added that Solano County is expected to receive approximately \$4.6 million in STP funds for Local Streets & Roads (LS&R) from SAFETEA Cycle 3. She stated that staff is proposing to replace the \$2 million in LS&R projects with \$2 million of STP funds.

Recommendation:

Recommend the following to the STA Board:

1. Approve the fund strategy to replace the \$2 million in STIP funds for specified local streets and road projects with \$2 million in SAFETEA Cycle 3 funds for the same specified local streets and roads projects; and
2. Review and comment on the updated STIP funding program (to be provided under separate cover).

On a motion by Jeff Matheson, and a second by John Andoh, the SolanoLinks Intercity Transit Consortium approved the recommendation.

E. State Legislative Update – August 2005

Jayne Bauer outlined four bills concerning vehicle registration fees that would make funds available for transportation or other related projects. The bills cited were SB 658 (Kuehl)-Bay and Coastal motor vehicle mitigation program, SB 680 (Simitian)-Congestion Management and Transportation Improvements: Santa Clara Valley Transportation Authority, AB 1208 (Yee)-Local vehicle registration fee: San Francisco, and AB 1623 (Klehs)-Management of Traffic Congestion and Environmental Mitigation of Transportation in Alameda, Contra Costa, Marin, Napa, and Sacramento Counties.

Recommendation:

Forward a recommendation to the STA Board to adopt a Watch position on the following:

1. SB 658 (Kuehl)
2. SB 680 (Simitian)
3. AB 1208 (Yee)
4. AB 1623 (Klehs)

On a motion by George Fink, and a second by Jeff Matheson, the SolanoLinks Intercity Transit Consortium approved the recommendation.

F. SolanoLinks Transit Consortium 2005 Work Plan Mid-Year Status Update

Elizabeth Richards provided a status summary of the 2005 Work Plan Mid-Year. She outlined eight major tasks recommended to be priorities for the remaining calendar year.

Recommendation:

Recommend to the STA Board to:

1. Review and approve the mid-year Transit Consortium Work Plan Status Update.
2. Add additional task to Consortium Work Plan: Initiate Solano Paratransit Assessment Study.

On a motion by George Fink, and a second by Brian McLean, the SolanoLinks Intercity Transit Consortium approved the recommendation.

VII. INFORMATION ITEMS

A. Status of SR 12 Transit Corridor Study

Dan Christians noted that after input is received from the third public meeting of August 29 and the next SR 12 Steering Committee (September 16), final revisions will be made to the report to complete the proposed service plan, phasing, cost estimates and a funding plan.

B. Update of Small UZA Payback Plan

Elizabeth Richards informed the Consortium that Caltrans has not given any indication that they will pursue “repayment” from the Bay Area small operators. She cited that STA would continue to work with MTC to monitor the situation.

C. Status of Pedestrian Priority Projects

Robert Guerrero informed the TAC that PAC members are reviewing the current list of pedestrian projects and will begin to prioritize the projects over the next few months. He noted that field visits with project sponsors will be scheduled in early September 2005 to provide a brief overview of the project area, description of project need, and a description of vision for the proposed pedestrian facility improvements.

D. SNCI Fall Campaign – Great Race for Clean Air

Anna McLaughlin reported on a new regional campaign promoted by the Bay Area Air Quality Management District (BAAQMD). She cited that the Great Race for Clean Air is an effort to encourage individuals to use four modes in four weeks during the month of September and be eligible to win prizes.

E. SNCI Monthly Issues

Anna McLaughlin highlighted transit schedules, Partnership’s Regional Transit Marketing Committee (RTMC), Welfare to Work (Solano), and promotions.

F. Local Transit Issues

The cities of Benicia, Dixon, Fairfield, Rio Vista, and Vacaville reported on local transit issues.

IX. ADJOURNMENT

The meeting was adjourned at approximately 12:05 p.m. The next meeting is scheduled for **Wednesday, September 28, 2005 at 10:00 a.m.** in the STA Conference Room.



DATE: September 19, 2005
TO: Solano Links Intercity Transit Consortium
FROM: Johanna Masiclat, Acting Clerk of the Board
RE: STA FY 2005-06 Meeting Calendar

Background:

Attached is the updated STA meeting calendar for FY 2005-06 that may be of interest to the Consortium.

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

A. STA FY 2005-06 Meeting Calendar

STA BOARD
2005 – 2006 MEETING SCHEDULE

DATE	TIME	DESCRIPTION	LOCATION	CONFIRMED
September 14	6:00 p.m.	STA Board Meeting	Suisun City Hall	X
September 16	12 noon	Paratransit Coordinating Council (PCC)	Fairfield Community Center	X
September 16	11:30 a.m.	SR 12 Steering Committee	Solano County Hall of Administration – 6 th Floor	X
September 28	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	X
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	X
October 12	6:00 p.m.	STA Board Meeting	Suisun City Hall	X
October 20	6:00 p.m.	Pedestrian Advisory Committee Meeting	STA Conference Room	X
October 26	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	X
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	X
November 9	6:00 p.m.	STA 8th Annual Awards	Denver Hall	X
November 30	10:00 a.m.	Intercity Transit Consortium	Dixon Fairgrounds	X
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	X
December 8	6:00 p.m.	Pedestrian Advisory Committee Meeting	STA Conference Room	Tentative
December 14	6:00 p.m.	STA Board Meeting	Suisun City Hall	X
December 28	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	X
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	X
2006				
January 11	6:00 p.m.	STA Board Meeting	Suisun City Hall	X
January 25	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	X
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	X
February 8	6:00 p.m.	STA Board Meeting	Suisun City Hall	X
February 22	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	X
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	X
March 8	6:00 p.m.	STA Board Meeting	Suisun City Hall	X
March 29	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	X
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	X
April 12	6:00 p.m.	STA Board Meeting	Suisun City Hall	X
April 26	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	X
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	X
May 10	6:00 p.m.	STA Board Meeting	Suisun City Hall	X
May 31	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	X
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	X
June 14	6:00 p.m.	STA Board Meeting	Suisun City Hall	X
June 28	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	X
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	X

Updated: 9/21/2005
jm



DATE: September 22, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Sam Shelton, Planning Assistant
RE: Funding Opportunities Summary

The following funding opportunities will be available to STA member agencies during the next few months. Also attached are summary fact sheets for each program. Please distribute this information to appropriate departments within your jurisdiction.

<u>Fund Source</u>	<u>Application Available From</u>	<u>Application Due</u>
San Francisco Bay Trail Grant Program	Maureen Gaffney, Bay Trail (510) 464-7909	Open until all funds are allocated
California State Parks, Habitat Conservation Fund	David Smith, Cal DPR, (916) 651-8576	Due October 3, 2005
California State Parks, Recreational Trails Program	David Smith, Cal DPR, (916) 651-8576	Due October 3, 2005
Caltrans Transportation Planning Grant – Environmental Justice / Context Sensitive Planning for Communities	Norman Dong, Caltrans (916) 651-6889	Due October 14, 2005
Caltrans Transportation Planning Grant – Community-Based Transportation Planning	Stuart Mori, Caltrans, (916) 651-8204	Due October 14, 2005
Caltrans Transportation Planning Grant – FTA 5313(b) Transit Planning	Garth Hopkins, Caltrans, (916) 654-8175	Due October 14, 2005
Caltrans Transportation Planning Grant – Partnership Planning	Garth Hopkins, Caltrans, (916) 654-8175	Due October 14, 2005
Bikes Belong Grant Program	Elizabeth Train, Bikes Belong Coalition, (303) 449-4893	Due November 28, 2005



FUNDING OPPORTUNITY:

San Francisco Bay Trail Grant Program

The application period is open until all funds are allocated

TO: SolanoLinks Intercity Transit Consortium
FROM: Sam Shelton, Planning Assistant

This summary of the San Francisco Bay Trail Grant Program is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Cities, counties, special districts, state government agencies, federal government agencies, land trusts, non-profit organizations are eligible to apply.

Program Description: This is a grant program to aid in trail planning and construction projects that complete gaps in the Bay Trail.

Funding Available: \$3,800,000 is available from Proposition 40 to fund projects that complete the Bay Trail. There is no minimum or maximum grant. Previous grants range from \$14,000 to \$500,000.

Eligible Projects: Maximize development of new trail miles by:

- Planning Studies
- Trail Design Work
- Feasibility Studies
- Construction of new Bay Trail Segments and associated amenities (50% match is competitive for construction)

Previously awarded Solano Projects:

- Benicia State Recreation Area Bay Trail (\$100,000)
- Solano Countywide Trails Plan (\$46,000)

* Mitigation projects and permit work are not eligible. Projects funded under this grant must be able to demonstrate that all proposed work will be completed by no later than **June 30, 2007**.

Funding Contact: Maureen Gaffney, Bay Trail, (510) 464-7909

STA Contact Person: Sam Shelton, Planning Assistant, (707) 424-6075
sshelton@sta-snci.com



FUNDING OPPORTUNITY:

**California State Parks
Habitat Conservation Fund**

Applications due October 3, 2004

TO: SolanoLinks Intercity Transit Consortium
FROM: Sam Shelton, Planning Assistant

This summary of the California State Parks' Habitat Conservation Fund is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors:	Cities, counties and districts are eligible to apply.
Program Description:	Funded as part of the California Wildlife Protection Act of 1990 to protect wildlife and educate the public about wildlife.
Funding Available:	\$2 million is available under the program. A 50% state / 50% local match is required. This can be made with non-state dollars, in-kind contributions, or property made available as part of the acquisition project.
Examples of Previous Awards:	Acquisition and restoration of habitat <ul style="list-style-type: none">• City of Vacaville – Pleasants Valley Encinosa Acquisition \$250,000, FY 04/05• City of Vacaville – Ulati Creek \$72,000, FY97/98; \$86,000 & \$54,000, FY 96/97• Wildlife/Interpretive/Educations trails City of Sacramento – William Land Park Rec Trail \$122,000 FY 04/05
Further Details:	http://www.parks.ca.gov → “Grants and Bond Acts”
Program Contact Person:	David Smith, Cal DPR, (916) 651-8576, dsmith@parks.ca.gov
STA Contact Person:	Sam Shelton, Planning Assistant, (707) 424-6075, sshelton@sta-snci.com



FUNDING OPPORTUNITY:

**California State Parks
Recreational Trails Program**

Applications due October 3, 2004

TO: SolanoLinks Intercity Transit Consortium
FROM: Sam Shelton, Planning Assistant

This summary of the California State Parks' Recreational Trails Program is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Cities, counties, districts, state agencies and nonprofit organizations with management responsibilities over public lands.

Program Description: The Recreational Trails Program provides funds annually for recreational trails and trails-related projects.

Funding Available: About \$2.2 million per year will be available for non-motorized projects and about \$1.0 million for motorized projects based on the federal Fiscal Year 2003 appropriation. Minimum match of 20%.

Eligible Projects:

- Maintenance and restoration of existing recreational trails (motorized projects only);
- Development and rehabilitation of trailside and trailhead facilities and trail linkages for recreational trails; (Central County Bikeway Gap Closure, Suisun City, \$160,000, FY 04/05)
- Purchase and lease of recreational trail construction and maintenance equipment (motorized projects only);
- Construction of new recreational trails (see Procedural Guide for more information);
- Acquisition of easements and fee simple title to property for recreational trails or recreational trail corridors;
- Operation of educational programs to promote safety and environmental protection as those objectives relate to the use of recreational trails (motorized projects only).

Further Details: <http://www.parks.ca.gov> → "Grants and Bond Acts"

Program Contact Person: David Smith, Cal DPR, (916) 651-8576, dsmith@parks.ca.gov

STA Contact Person: Sam Shelton, Planning Assistant, (707) 424-6075, sshelton@sta-snci.com



FUNDING OPPORTUNITY:

**Caltrans Transportation Planning Grant
Environmental Justice: Context-Sensitive Planning for Communities**

Applications due October 14, 2005

TO: SolanoLinks Intercity Transit Consortium
FROM: Sam Shelton, Planning Assistant

This summary of the Caltrans Transportation Planning Grant Environmental Justice - Context - Sensitive Planning for Communities is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Applicants: Cities, counties, transit districts and Native American Tribal Governments.
Sub-applicants: Non-profits, Community Based Organizations, Local Transportation Commissions, etc.

Program Description: Funds projects that promote public participation in planning to improve mobility, access, equity, affordable housing, and economic opportunities for low-income, minority and Native American communities.

Funding Available: \$1.5 million from the State Highway Account for FY 05/06. Maximum grant amount is \$250,000. A local match equal to 10% of the grant request is required, of which half may be in-kind.

Eligible Projects:

- Identify and involve under-represented groups in planning and project development.
- Planning and Safety improvements for pedestrians and bicycles
 - (Fruitvale Alive!/City of Oakland - \$170,100, FY 03/04)
- Developing Guidelines and supporting information for EJ element of a General Plan
 - (South Sacramento Community Plan Update - \$237,960, FY 03/04)
- Transportation Projects in underdeveloped rural agricultural areas
 - (Le Grand, Circulation Plan - \$68,400, FY 03/04)
- Transportation Planning that enhances the business climate, affordable housing, and economic development in under-served communities development
 - (Monument Corridor Marketing and Outreach Project, Central Contra Costa Transit Authority - \$87,200, FY 05/06)

Further Details: <http://www.dot.ca.gov/hq/tpp/grants.htm>

Program Contact Person: Norman Dong, Caltrans, Norman_dong@dot.ca.gov (916) 651-6889

STA Contact Person: Sam Shelton, Planning Assistant, (707) 424-6075, sshelton@sta-snci.com



FUNDING OPPORTUNITY:

**Caltrans Transportation Planning Grant
Community-Based Transportation Planning**

Applications due October 14, 2005

TO: SolanoLinks Intercity Transit Consortium
FROM: Sam Shelton, Planning Assistant

This summary of the Caltrans Transportation Planning Grant – Community-Based Transportation Planning is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Cities, counties, transit districts and Public Entities. Sub recipients: Non-profits, Private Sector entities, Universities, etc.

Program Description: Funds transportation and land use planning that promote public participation and support livable community concepts.

Funding Available: \$1.5 million from the State Highway Account for FY 05/06. Maximum grant amount is \$250,000. A local match equal to 20% of the grant request is required, of which half may be in-kind.

Eligible Projects: Projects should involve conceptual-level planning and design activities that encourage community stakeholder collaboration and promote livable community concepts.

Example FY 05/06 Recipients:

Los Rios Transportation Connections, Sacramento County - \$119,450
Santa Rosa Citywide Creek Master Plan, Sonoma County - \$110,000

Further Details: <http://www.dot.ca.gov/hq/tpp/grants.htm>

Program Contact Person: Stuart Mori, Caltrans, stuart_mori@dot.ca.gov (916) 651-8204

STA Contact Person: Sam Shelton, Planning Assistant, (707) 424-6075, sshelton@sta-snci.com



FUNDING OPPORTUNITY:

**Caltrans Transportation Planning Grant
FTA 5313(b) Transit Planning**

Notice of Intent due to MTC by September 14, 2005
Applications for review by MTC need by September 30, 2005
Complete applications due to Caltrans on October 14, 2005

TO: SolanoLinks Intercity Transit Consortium
FROM: Sam Shelton, Planning Assistant

This summary of the Caltrans Transportation Planning Grant – FTA 5313(b) Transit Planning is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: MPOs/RTPs as applicants. Others may apply as sub-recipients. Contact MTC for their sub-recipient process details.

Program Description: *Statewide Transit Planning Studies:* Funds studies that reduce urban transportation needs and improve transit on a statewide or multi-regional level.
Transit Technical Planning Assistance: Funds public intermodal transportation planning studies for rural transit service (Population of 50K or less).
Transit Professionals Development: Fund training and development of transit planning professionals and students.

Funding Available: 11.47% non-Federal funds or in-kind local match required for all grants.
\$1.850 million from FTA Section 5313(b) for FY 05/06 (with last cycle examples):

Statewide Transit Planning Studies: \$950,000 available with a grant cap of \$350,000. (SRTP, County of Sacramento, \$56,000)
Transit Technical Planning Assistance: \$750,000 available with a grant cap of \$100,000. (Community Transit Connections Study, Yolo/SACOG/Unitrans \$14,150). (Northern Napa Valley Transportation Assistance Plan, \$45,000)
Transit Professionals Development: \$150,000 available with a grant cap of \$50,000. (Citywide Transportation Hazard Elimination Plan, Contra Costa, \$45,000).

Eligible Projects: *Statewide Transit Planning Studies:* GIS development, transit oriented development studies, transit planning and development tools and models.
Transit Technical Planning Assistance: Short-range transit development plans, ridership surveys, and transit coordination studies.
Transit Professionals Development: Training manuals and internships.

Further Details: <http://www.dot.ca.gov/hq/tpp/grants.htm>
MTC contacts: Lisa Klein (510) 817-5832, Nancy Okasaki (510) 817-5759

Program Contact Person: Garth Hopkins, Caltrans, Garth_Hopkins@dot.ca.gov (916) 654-8175

STA Contact Person: Sam Shelton, Planning Assistant, (707) 424-6075, sshelton@sta-snci.com



FUNDING OPPORTUNITY:

**Caltrans Transportation Planning Grant
Partnership Planning**

Notice of Intent due to MTC by September 14, 2005
Applications for review by MTC need by September 30, 2005
Complete applications due to Caltrans on October 14, 2005

TO: SolanoLinks Intercity Transit Consortium
FROM: Sam Shelton, Planning Assistant

This summary of the Caltrans Transportation Planning Grant – Partnership Planning is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: MPOs/RTPs as applicants. Others may apply as sub-recipients. Contact MTC for their sub-recipient process details.

Program Description: Funds statewide planning studies that are jointly performed by Caltrans and MPOs/RTPAs.

Funding Available: \$950,000 in FHWA State Planning and Research funds available in FY 05/06. Maximum grant amount is \$300,000. 20% non-federal funds or in-kind local match required.

Eligible Projects:

- Regional transportation planning studies (Statewide / Multi-Regional)
- Land Use / Smart Growth Studies
- Corridor studies
(Smarter Growth Along the I-80 Capitol Corridor,
MTC/SACOG - \$300,000)
- Intermodal Facilities

Further Details: <http://www.dot.ca.gov/hq/tpp/grants.htm>

Program Contact Person: Garth Hopkins, Caltrans, Garth_Hopkins@dot.ca.gov
(916) 654-8175

STA Contact Person: Sam Shelton, Planning Assistant, (707) 424-6075,
sshelton@sta-snci.com



FUNDING OPPORTUNITY:

Bikes Belong Grant Program

Due by November 28, 2005

TO: SolanoLinks Intercity Transit Consortium
FROM: Sam Shelton, Planning Assistant

This summary of the Bikes Belong Grant Program is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Cities and the County of Solano are eligible.

Program Description: Bikes Belong is offering grants to address four specific goals: Ridership growth, leveraging funding, building political support, and promoting cycling.

Funding Available: Grants are available up to \$10,000. This program is intended to provide funding for local matches for larger fund sources.

Eligible Projects: Eligible projects include bicycle facility improvements, education, and capacity projects.

Previously Funded Projects:

- North-South Greenway, Marin County, \$10,000
- Sacramento Area Bike Trails, Sacramento Area Bicycle Advocates, \$10,000
- YMCA City Bike Education Program, San Francisco, \$5,000

Funding Contact: Elizabeth Train, Grants Program Administrator
Bikes Belong Coalition
<http://bikesbelong.org>
1245 Pearl Street, Suite 212
Boulder, Colorado 80302-5253
(303) 449-4893

STA Contact Person: Sam Shelton, Planning Assistant, (707) 424-6075
sshelton@sta-snci.com



DATE: September 16, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Solano Paratransit Vehicle Lease Agreement

Background:

Fairfield-Suisun Transit (FST) operates Solano Paratransit on behalf of the Solano Transportation Authority (STA). Solano Paratransit operates Monday-Saturday providing intercity Paratransit service between the cities of Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and the unincorporated areas in the central and eastern portion of Solano County.

Solano Paratransit is funded by Transportation Development Act (TDA) funds from Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and the County of Solano. Over the years, the STA has secured a variety of other funds for this service including 5310 grants for new buses and Regional Paratransit State Transit Assistance Funds. The STA owns the vehicles used to deliver Solano Paratransit service.

A multi-year agreement was approved by the STA Board in June 2005 and has been fully executed. An updated multi-year funding agreement has been under development for the funding distribution beyond FY 2005-06 and will be brought forward by the end of the calendar year to the Consortium, TAC, and the STA Board.

Discussion:

The Solano Paratransit agreement between the STA and Fairfield-Suisun Transit (FST) covers the timeframe from FY 2005-06 through FY 2007-08 with an option to extend the contract for 2 additional years. The agreement provides guidance on the roles and responsibilities of the two agencies. In brief, FST operates the service in concert with its local Paratransit service (DART) and subsidized taxi program. The STA provides the vehicles, general oversight and coordinates funding for the service.

Each year the Solano Paratransit vehicles are inspected by the California Highway Patrol (CHP). This is done at the time when FST's DART vehicles are inspected. Because the title of the nine Solano Paratransit vehicles are held by the STA, the CHP has to prepare two vehicle inspection reports. The CHP and FST have requested that the fleets been aligned to simplify the inspection process. If FST leases the vehicles from the STA, then they can be assigned the same CA number and satisfy the CHP. The entire fleet would be leased to FST for \$1. Conditions have been placed in the agreement (attached) that specify under what conditions the vehicles can be used and that they must be returned in

good condition if FST is no longer the provider of the service. This Vehicle Lease agreement will be in effect for as long as FST operates the service. This agreement is related, but not an amendment, to the multi-year Solano Paratransit Agreement.

Recommendation:

Recommend that the STA Board authorize the Executive Director to execute the attached Solano Paratransit Vehicle Lease Agreement.

Attachment:

- A. Proposed Solano Paratransit Vehicle Lease Agreement

VEHICLE LEASE AGREEMENT

THIS VEHICLE LEASE AGREEMENT dated the 31st day of August. 2005 BETWEEN:

SOLANO TRANSPORTATION AUTHORITY, a joint powers authority,
(hereinafter called "STA")

AND:

OF THE FIRST PART

CITY OF FAIRFIELD, a municipal corporation,
(hereinafter called "City")

OF THE SECOND PART

A. **WHEREAS** the City is desirous of leasing from STA the vehicles and equipment described in the list attached hereto as Schedule "A" (hereinafter collectively called the "equipment").

B. **AND WHEREAS** STA owns the equipment.

THIS AGREEMENT WITNESSETH that for good and valuable consideration, the parties hereto agree and covenant as follows:

1. **LEASE** STA hereby agrees to lease to the City and the City hereby agrees to lease from STA the equipment, together with all accessories, additions, repairs and replacement parts affixed thereto, now or in the future.
2. **RENT** The City agrees to pay to STA the sum of One Dollar (\$1.00) forthwith and such payment shall be the rental charges payable by the City to STA in respect of the equipment.
3. **TERM** The term of this Lease Agreement shall commence on the date hereof and shall be terminated on that date of the following events first to occur:
 - a) That date being thirty (30) days after the City has delivered to STA written notice of its intention to terminate this Lease Agreement; or
 - b) That date being thirty (30) days after STA has delivered to the City written notice of its intention to terminate this Lease Agreement; or
 - c) That date which STA and the City mutually agree shall be an effective date of termination of this Lease Agreement.
4. **ACCEPTANCE** The City acknowledges that it has inspected the equipment and accepts the equipment as being in a good state of repair, except to the extent that the City notifies STA in writing within ten (10) days of delivery (manufacturer's latent defects included).

5. **USE** The City shall use the equipment only for the operation of Solano Paratransit and other services approved by STA. The City shall observe and adhere to all applicable operating procedures and guidelines, which relate to the use of the equipment.
6. **LOCATION** The City shall cause the equipment to remain situate in the paratransit service area, and the City shall not remove the equipment from the said paratransit service area without the prior written consent of STA.
7. **OWNERSHIP** Title to and ownership of the equipment shall at all times be and remain in the name of STA and the City shall have no right of property therein, except the right to use the equipment in accordance with the terms of this Lease Agreement.
8. **REPAIRS** The City shall maintain and keep the equipment in good condition and repair to the satisfaction of STA.
9. **INSPECTION** STA shall have the right to inspect the equipment, without prior notice, at all reasonable times during the term of this Lease Agreement.
10. **ALTERATION** The City shall not alter or add or allow any other party to alter or add to the equipment in any way without the prior written approval of STA. Any alterations, or additions to the equipment, which are approved by STA, shall become and remain the property of STA. The City shall not permit any advertising to be posted on the exterior or the interior of the equipment, save and except as provided for in the Fairfield/Suisun Transit Advertising Policy and/or advertising requested and approved by STA.
11. **MOTOR VEHICLE INSPECTION** The City shall be responsible for ensuring that the equipment is maintained in compliance with California State Law. The City shall be responsible for ensuring the equipment is submitted for inspections pursuant to the provisions of California Vehicle Code, if so required by said provisions.
12. **LOSS OR DAMAGE** The City assumes and shall bear the entire risk of loss or damage to the equipment. No loss or damage to the equipment or any part thereof shall affect or impair any of the obligations of the City hereunder, and this Lease Agreement shall continue in full force and effect notwithstanding such loss or damage to the equipment. The City shall insure the equipment according to the laws in force and effect in the State of California and such provisions shall be incorporated into the terms and conditions of this Lease Agreement. The City shall punctually pay all insurance premiums when due in respect of any policies of insurance purchased by it or the operating contractor and the City shall provide STA with copies of certificates of such insurance policies. In the event of loss or damage of any kind whatsoever to the equipment, the City shall forthwith comply with the reporting procedures in respect of such loss or damage as established by STA. STA at its sole discretion may either replace the lost or damaged equipment or alternatively direct the City to repair the damaged equipment, and the City shall comply with such direction.
13. **SURRENDER** Upon the termination of this Lease Agreement, the City shall forthwith return the equipment to STA in good condition and repair, ordinary wear and tear resulting from the proper use of the equipment excepted, and the City shall, at its cost, return the equipment to STA at a destination designated by STA, and if the City fails to so deliver the equipment within one (1) week from the termination of this Lease Agreement, STA shall have the right to enter upon the premises where the equipment

may be, and take possession of and remove it at the City's expense, all without legal process. The City covenants that, upon termination of this lease or upon surrender of the equipment for any other reason:

- a) The equipment shall be in good condition and repair;
- b) The records for mechanical repairs shall accompany each vehicle;
- c) Average tire tread depth for all tires shall not be less than 8mm (10/32"), and;
- d) The City shall maintain insurance coverage in accordance with the provisions of Section 12 herein during the period of time that the equipment is being transferred to STA, notwithstanding that this Lease Agreement may be terminated.

14. LIENS AND CHARGES The City shall, at all times, keep the equipment free from all levies, liens and encumbrances whatsoever and shall pay all license fees, registration fees and assessments, charges and taxes, which may be now or hereafter imposed directly upon the ownership, leasing, rent, possession or use of the equipment. If the City fails to pay any such levies, liens, encumbrances, assessments, charges or taxes, STA may pay the same and in such event the costs thereof, together with interest calculated monthly at a rate equivalent to the prime rate established by LIBOR on the first day of each month, plus two (2%) percent per annum, shall forthwith be due and payable by the City to STA. Non-payment of such costs by the City to STA forthwith upon demand by STA shall be deemed to be a default under this Lease Agreement.

15. WARRANTIES The City acknowledges that STA makes no warranties, either express or implied, as to any matter whatsoever, including without limiting the generality of the foregoing, the condition of the equipment nor its merchantability nor its fitness for any particular purpose.

16. ASSIGNMENT, SUB-LEASE The City shall not transfer, deliver up possession of, or sublet the equipment, and the City's interest in this Lease Agreement shall not be assignable by the City without prior written consent of STA; but nothing herein contained shall prevent STA from assigning, pledging, mortgaging, transferring or otherwise disposing, either in whole or in part, of STA's right hereunder.

17. INDEMNIFICATION The City shall indemnify STA against, and hold STA harmless from any and all claims, actions, suits, proceedings, costs, expenses, damages and liabilities including the costs arising out of, connected with or resulting from the equipment including without limitation the installation, possession, use, operation or return of the equipment or otherwise on account of any personal injury or death or damage to property occasioned by the operation of the said equipment during the term hereby granted.

18. DEFAULT Notwithstanding Section 3, the City covenants and agrees that STA shall have the right to cancel and terminate this Lease Agreement forthwith by reason of any one or more of the following events:

- a) If the City fails to perform any of the terms, conditions, covenants and provisos contained in this Lease Agreement which on its part are to be observed and performed.
- b) If the City uses any equipment included in this Lease Agreement unreasonably or abusively resulting in damage to such equipment or an abnormal reduction in the life of the equipment or any part thereof.

19. **TERMINATION** Upon the termination of this Lease Agreement, the City shall forthwith return to STA all items of equipment as referred to herein and the City shall be liable to STA for damages and costs which STA may sustain by reason of the City's default of this Lease Agreement, including, without limiting the generality of the foregoing, all legal fees and other expenses incurred by STA in attempting to enforce the provisions of this Lease Agreement or to recover damages for default under this Lease Agreement, or to recover any equipment not forthwith returned by the City to STA.

20. **WAIVER** No covenant or proviso contained in this Lease Agreement to be performed by the City may be waived by STA, except by prior written consent of STA, and any forbearance or indulgence by STA in this regard shall not constitute its waiver of such covenant or proviso to be performed by the City.

21. **TIME OF THE ESSENCE** Time is to be of the essence of this Lease Agreement and each and all of its provisions.

22. **INTERPRETATION** It is hereby agreed by and between the parties hereto that wherever the singular or masculine is used throughout this Lease Agreement, the same shall be construed as meaning the plural or the feminine or body corporate or politic respectively and vice versa, where the context or the parties hereto so require and in the case where more than one City is a party hereto, the liability of each City shall be joint and several.

23. **GOVERNING, LAW** This Lease Agreement shall be interpreted and enforced in accordance with the laws of the State of California.

24. **EXECUTORS, ADMINISTRATORS AND ASSIGNS** This Lease Agreement shall ensure to the benefit of and be binding upon the parties hereto, and their respective heirs, executors, administrators, successors and permitted assigns.

Solano Transportation Authority,
a joint powers authority

City of Fairfield,
a municipal corporation

By _____
Daryl K. Halls
Executive Director

By _____
Kevin O'Rourke
City Manager



DATE: September 19, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Solano Paratransit Assessment Study

Background:

The Solano Transportation Authority (STA) administers and Fairfield-Suisun Transit (FST) operates Solano Paratransit. Solano Paratransit operates Monday-Saturday providing intercity paratransit service between the cities of Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and the unincorporated areas in the central and eastern portion of Solano County.

Solano Paratransit is funded by Transportation Development Act (TDA) funds from Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and the County of Solano. Over the years, the STA has secured a variety of other funds for this service including 5310 grants for new buses and Regional Paratransit State Transit Assistance Funds. An updated multi-year funding agreement has been under development for the funding distribution from FY 2005-06 and beyond.

Discussion:

The STA has administered intercity paratransit since the early 1990s. The Americans for Disabilities Act (ADA) was approved in 1990 and set basic standards on how transit services would accommodate the disabled. Before 1995, intercity paratransit and Vallejo intracity paratransit services for the elderly and handicapped were operated, under contract with the STA, by a non-profit organization – the Solano County Economic Opportunity Council (SCEOC). When SCEOC was suddenly unable to provide the service, STA has maintained the Solano Paratransit service through a contract with Fairfield-Suisun Transit which operates the service on behalf of the STA and partner agencies.

Solano Paratransit began operating countywide paratransit while local transit operators developed their own local paratransit services for trips *within* their cities. At the same time, Vallejo Runabout began operating both intracity and intercity paratransit services for the Vallejo and Benicia Transit users. Subsequently, Benicia began to directly contract for their intercity paratransit service via Vallejo Runabout. At this time, all three intercity paratransit services contract with the same provider – MV Transportation. Nevertheless, there are differences in how the service is delivered. ADA requirements are more strictly applied in some areas than others. This highlights the issue that ADA and general paratransit service can be delivered in more than one manner to meet the legal requirements of ADA. Policies on how services are delivered also impact the increasing cost of paratransit services.

Ten years ago, the last of a series of ADA Compliance Plans was completed by the STA in conjunction with the Solano transit operators. There has not been a thorough analysis of Solano Paratransit service since. With the update of the funding agreement among the existing six partners currently in process, policy issues of how to deliver services in the future have arisen. This is an opportune time to analyze existing Solano Paratransit service, future service options, and priorities.

Fiscal Impact:

Funding (\$35,000) for this study was approved by the STA Board as part of the State Transit Assistance Funds (STAF) project list for FY 2005-06.

Recommendation:

Recommend the following to the STA Board:

1. Authorize the Executive Director to release a Request for Proposals for the Solano Paratransit Assessment Study.
2. Authorize the Executive Director to execute a contract with a consultant for the Solano Paratransit Assessment Study not-to-exceed \$35,000.



DATE: September 22, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Sam Shelton, Planning Assistant
RE: Final 2005 Congestion Management Program (CMP)

Background:

Since 1991, California law requires urban areas to develop a Congestion Management Program (CMP) that plans strategies for addressing congestion problems by holding jurisdictions to a variety of mobility standards in order to obtain state gas tax subventions. This includes Level of Service (LOS) standards on the CMP network and transit standards. To help jurisdictions maintain these mobility standards, the CMP lists improvement projects in a seven-year Capital Improvement Program (CIP). Jurisdictions that are projected to exceed these standards, based on the STA's Travel Demand Model, are required to create a deficiency plan to meet the mobility standards within the seven-year time frame of the CIP.

In order for projects in the CMP's CIP to be placed in the Regional Transportation Improvement Program (RTIP), state law requires that the CMP be consistent with the Regional Transportation Plan (RTP). The Metropolitan Transportation Commission (MTC) reviews the Bay Area's CMPs for consistency every two years.

The STA Board approved the STA's current CMP on February 11, 2004. On March 23, 2005, STA Staff requested LOS calculations and comments from the TAC on the Draft 2005 CMP by June 1, 2005. The Draft 2005 CMP was circulated to the TAC and SolanoLinks Consortium on May 25, 2005 and June 29, 2005. The STA Board approved the Draft 2005 CMP for MTC's T-2030 consistency review on July 13, 2005.

Discussion:

No further comments have been received on the Draft 2005 CMP since the STA Board approved the draft for MTC's consistency review.

The following is a list of tentative dates for the development of the 2005 CMP, with a deadline to submit the final CMP to MTC in November 2005:

September 28	TAC & Consortium recommends approval of Final 2005 CMP
October 12	STA Board approves 2005 CMP
November 18	Final CMP due to MTC

Fiscal Impact:

None.

Recommendation:

Recommend that the STA Board approve the Final 2005 Congestion Management Program and forward to MTC.

Attachment:

- A. Final 2005 Solano Congestion Management Program
(to be provided under separate cover)



DATE: September 21, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Jennifer Tongson, Assistant Project Manager
RE: Programming of the 2006 State Transportation Improvement Program (STIP)

Background:

The State Transportation Improvement Program (STIP) is a multi-year capital improvement program. STIP funding is split 25% to the Interregional Transportation Improvement Program (ITIP) with projects nominated by Caltrans, and 75% to the Regional Transportation Improvement Program (RTIP), decided by regional agencies. The STIP cycle is programmed every two years and covers a five-year period.

During the 2002 RTIP cycle, a total of \$33.5 million in programming capacity was available for Solano County. Those funds were primarily distributed into 5 projects: 1) the I-80/680 Interchange (\$10 M), 2) the Jepson Parkway (\$10 M), 3) the Vallejo Intermodal Station (\$5 M), 4) the Intermodal Rail Station Projects (for Fairfield/Vacaville, Dixon, and Benicia; \$5 M), and 5) Local Road Rehabilitation Projects (\$2 M). (The remaining \$1.5 M went to STIP planning, programming, and monitoring funds (STIP-PPM), and STIP reserve.)

Two years later, the 2004 STIP was at a virtual standstill due to the state budget crisis and the diversion of transportation funds to the General Fund. The 2004 STIP fund estimate provided a "Zero-STIP" where no additional STIP funds were made available to counties beyond what was currently programmed in the 2002 STIP. The 2004 STIP became a reprogramming exercise, pushing the 2002 STIP projects to later years to cover the five-year 2004 STIP period (FY 2004-05 to 2008-09).

Prior to this year, no significant allocations have occurred in the STIP since June 2003. However, with the restoration of Proposition 42 funding to transportation in FY 2005-06, the California Transportation Commission (CTC) has resumed allocations in the STIP program beginning in July 2005. The CTC has proposed an allocation plan that would fully allocate FY 2005-06 programming in the following areas: public transportation account eligible projects, transportation enhancement projects, planning, programming and monitoring activities, and local bridge rehabilitation projects. In addition, the allocation plan would also make \$500 million available through September 2005, on a first come-first serve basis, for capacity increasing and operational improvements on highways and local roads.

As part of the 2002 STIP, approximately \$2 million in Solano County RTIP funds were programmed by STA to 8 Local Streets & Roads projects (LS&R), one per local agency. The funding for those LS&R projects were pushed back to FY 2006-07 during the 2004 STIP reprogramming exercise. According to the CTC's current allocation plan, local streets and roads rehabilitation projects fall low on the priority list, and the likelihood of receiving a STIP allocation for local road rehabilitation projects in the near future is very slim. In order to move the projects forward, STA staff proposed a strategy to "swap" the STIP funds with funds from the upcoming SAFETEA Cycle 3 STP funds for local road rehabilitation. Solano County is expected to receive approximately \$3.5 million in STP funds for LS&R from SAFETEA Cycle 3. Staff is proposing to replace the \$2 million in LS&R projects with \$2 million of STP funds. Projects programmed with Federal STP funds will require a local match of 11.47%. The project sponsors will be able to program the freed-up STIP funds to other STIP projects in their jurisdiction. However, for cities that do not have other projects in the STIP (Dixon, Rio Vista, and Suisun City), one option proposed is to contribute the funds to the Jepson Parkway project, which benefits the county by providing locals with an alternative to driving I-80, or the option to reprogram to another STIP eligible project in the county. The STA Board approved the LS&R fund swap strategy at their September 14th meeting.

Discussion:

The CTC is preparing for the 2006 STIP cycle, covering the period from FY 2006-07 to FY 2010-11. The CTC is scheduled to review and approve the 2006 STIP Fund Estimate (FE) and Policies and Procedures at the September 29th CTC meeting. MTC is anticipating new programming capacity with the 2006 STIP for the outer years (FY 2009-10 and 2010-11), however, regional and countywide estimates will not be released until after the FE is approved due to the instability of STIP projections. Approximately 75% of new STIP funds will be from the Public Transportation Account (PTA) for public transportation related projects. To reflect that, CTC is currently discussing the policy of dedicating 75% of the estimated new capacity exclusively toward PTA eligible projects (i.e. transit projects).

The proposed 2006 RTIP Policies and Procedures are similar to the 2004 STIP with the exception of changes made by CTC. An MTC memo regarding the 2006 RTIP development and the 2006 RTIP Policies and Procedures are attached for your review. MTC is requesting comments on the regional policies and procedures by September 30th. The most prominent changes regarding local project delivery include:

- In accordance with new federal and state rules, a project must be encumbered by the award of a construction contract within six-months of CTC allocation.
- Implementing agencies must invoice against allocated funds at least once in a six-month period following allocation of funds, until project close out. Funds not invoiced at least once in a 6-month period are subject to de-obligation from the project. Funds not invoiced at least once in a 12-month period are permanently lost to the region.

In preparation for the 2006 STIP Fund Estimate, STA staff has been meeting with members of the TAC and Consortium to evaluate the projects programmed in the current STIP to determine where the new STIP funding should be programmed. STA staff is

proposing that any new STIP funding coming to Solano County be distributed and programmed to three of STA's priority projects that are already listed in the STIP. The three priority projects currently programmed in the STIP are the I-80/I-680 Interchange, the Jepson Parkway, and the Vallejo Station. After the 2006 Fund Estimate is approved on September 29th, MTC will release the Bay Area's countywide distribution. A special TAC meeting will be called in early October to discuss and program the new STIP funds prior to consideration by the STA Board.

Recommendation:

Review and provide comments to MTC's draft 2006 RTIP Policies and Procedures.

Attachments:

- A. Updated Solano County STIP Funding Program.
- B. MTC Memo, 2006 RTIP Policies, Procedures and Project Selection Criteria
- C. Draft 2006 RTIP Policies, Procedures, and Project Selection Criteria

UPDATED 2006 STIP COUNTY SHARES
(RTIP Only)
(\$1,000s)

As of 09/21/2005

Agency	Rte	PPNO	Project	Total	FY 05-06	FY 06-07	FY 07-08	FY 08-09	FY 09-10	FY 10-11	R/W	CON	E&P	PS&E	Notes
MTC		cash	2152A	AB 3090 reimbursement (03-04 PPM)	26	26						26			Alloc: 06-07
Vallejo	ferry	2260	Vallejo Ferry Terminal, Parking	1200	1200									1200	Alloc: April 2006
Vallejo	ferry	2261	Baylink Ferry Maint. Facility	425	425							425			Alloc: Jan 2006
Fairfield	rail	6045K	Capitol Corridor rail station, Fairfield	125	125									125	Alloc: Jan 2006
Benicia	rail	6045M	Intermodal transit station, Benicia	225	225								225		Lapse to 2006 STIP
MTC		2152	PPM	26	26							26			
MTC/STA		2263	PPM	38	38							38			Alloc rec'd: June 2005
MTC	res	5152A	TE Reserve	1629	1629							1629			Must alloc. by Apr. 2006
			Prior Commitments (Not Part of 2006 STIP Target)	3697	3671	26						2147	225		1325
Caltrans	37	5201D	Napa River-Sonoma Bl. planting	441		441						441			
Vallejo	ferry	2260	Vallejo ferry terminal, parking	6528			6528					6528			\$6100+\$428(Vjo Is&r)
STA	loc	5301	Jepson Parkway (I-80 reliever)	12260			12260					12260			combined Jepson (general pot)
STA	loc	5301	Jepson Parkway (I-80 reliever)	661			661					661			Is&r: VV(342)+DX(105)+RV(74)+SC(140)
STA	loc	5301	Jepson: Vanden Rd. widen (Sol. Co)	8293			2400	5893			2400	5893			\$2400+\$5500+\$393(SolCo Is&r)
STA	loc	5301	Jepson: Walters Rd. ext (Fairfield)	3300				3300				3300			confirmed by FF
STA	loc	5301K	I-80/680 Interchange	11412		11412						11412			to match RM2 IPR
Benicia	loc	6045A	West K Street, W 9th to Military W over	0	454							454			to Ben Interm. 10-11
Dixon	loc	6045B	So. Lincoln St. West A-Hillview, overlay	0	405							405			to Jepson 08-09
Fairfield	loc	6045C	Hillborn Rd. Waterman-Putah S. Canal, i	0	364							364			to FF&V Train Station 07-08
Solano Co.	loc	6045D	Daily Rd., Locke Rd. Sikes Rd., overlay	0	363							363			to Jepson Vanden 08-09
Suisun City	loc	6045E	Emperor Dr., Petersen Rd. rehab	0	440							440			to Jepson 08-09
Vacaville	loc	6045F	Nut Tree Rd, Ulatia-Orange, resurfacing	0	342							342			to Jepson 08-09
Vallejo	loc	6045G	Lemon St., Curdola Pkwy-Sonoma Bl., re	0	428							428			to Vjo Station 08-09
Rio Vista	loc	6045H	Front St., Main-Gertrudes, overlay	0	74							74			to Jepson 08-09
MTC	mat	2170	CMAQ match reserve	0	178							178			must reprog. to another project
Fairfield	rail	6045K	Capitol Corridor rail station, Fairfield	2489			2489					2489			\$2125+364(FF Is&r)
CapCor/JPA	rail	6045L	Bahia Viaduct Track & Bridge Upgrade	1000			1000					1000			confirmed by CC
Benicia	rail	6045M	Intermodal transit station, Benicia	1254					1254					1254	\$1100+154(Ben Is&r)
MTC		21522	PPM	58	29	29						58			
MTC/STA		2263	PPM	138	39	39						138			
			Total Non-TE Subject to Reprogramming in 2006 STIP	47834	0	11921	5957	28702	0	1254	2400	44180	0	1254	includes \$178 from CMAQ Match
MTC	res	5152A	TE Reserve	1769		462	706	601				1769			
			Total TE Subject to Reprogramming in 2006 STIP	1769	0	462	706	601	0	0	0	1769	0	0	



Memorandum

TO: Partnership Technical Advisory Committee

DATE: September 19, 2005

FR: Kenneth Folan

RE: 2006 RTIP Policies, Procedures and Project Selection Criteria

Background

The State Transportation Improvement Program (STIP) provides funding for a significant number of transportation projects around the State. As the Regional Transportation Planning Agency (RTPA) for the Bay Area, the Metropolitan Transportation Commission (MTC) is responsible for developing regional project priorities for the STIP for the nine counties of the Bay Area.

The Regional Transportation Improvement Program (RTIP) is the region's proposal to the State for STIP funding, due to the California Transportation Commission (CTC) by January 30, 2006. The 2006 STIP will include programming for the five fiscal years from 2006-07 through 2010-11.

The 2006 RTIP Policies, Procedures and Selection Criteria were presented for discussion to the Finance Working Group at its June 2005 meeting. After input from PTAC, the 2006 RTIP Policies and Procedures will be forwarded to MTC for review at the October 12 Programming and Allocations Committee and approval at the October 26 Commission meeting.

At its September 29 meeting, the CTC is scheduled to approve the 2006 STIP Fund Estimate, release the annual county share targets, and approve the CTC 2006 STIP Guidelines. These actions will be incorporated into MTC's 2006 RTIP Policies, Procedures and Selection Criteria.

2006 RTIP Development

The following principles will frame the development of MTC's 2006 RTIP, the region's contribution to the 2006 STIP.

- MTC will work with CTC staff, CMA's, transit operators, Caltrans, and project sponsors to prepare the 2006 STIP.
- Investments made in the RTIP must carry out the objectives of the Regional Transportation Plan (RTP), and be consistent with its improvements and programs.
- MTC may choose to consult with counties to consider programming a portion of their RTIP shares for projects that will meet a regional objective. Among these considerations would be operational projects intended to improve the performance of the metropolitan transportation system as a whole, projects proposed for the Interregional Transportation Improvement

Program (ITIP), and projects that meet commitments in Transportation 2030, such as the Streets and Roads/Transit Capital shortfall funding commitment. Given the recent financial hardships for state transportation funding, any regional priorities would have to be considered in light of 1) size and magnitude of regional need, 2) availability and timing of state funding, and 3) availability and timing of other funding sources to fund projects of regionwide benefit.

- MTC will continue to work with CMAs, transit operators, Caltrans and project sponsors to aggressively seek project delivery solutions in the face of severely limited STIP allocations. Through the use of AB 3090 authority, GARVEE financing, and federal, regional, and local funds, MTC will work with its transportation partners to deliver projects in the region.
- Each county's project list must be constrained within the county share limits unless arrangements have been made with other counties to aggregate the county share targets. MTC continues to support aggregation of county share targets to deliver ready-to-go projects in the region.

2006 RTIP Policies, Procedures and Selection Criteria

Attached are MTC's Draft 2006 RTIP Policies, Procedures and Selection Criteria and Draft 2006 RTIP Amendments/Extensions Rules and Procedures. The documents are similar to the 2004 RTIP documents except where guidance from the CTC changes. Changes include:

- In accordance with new federal and state rules, a project must be encumbered by the award of a construction contract within six-months of CTC allocation. Additionally, implementing agencies must invoice against allocated funds at least once in a six-month period following allocation of the funds, until project closeout. Funds not invoiced at least once in a six-month period are subject to de-obligation from the project. Federal funds not invoiced at least once in a twelve-month period are permanently lost to the region, with no adjustment to the county share balance. Federal funds for transit projects must meet applicable Federal Transit Administration (FTA) invoicing requirements.
- In collaboration with federal, state, and local partners, MTC is developing the regional Intelligent Transportation Systems (ITS) architecture. State and federal agencies will soon require projects funded with federal highway trust funds to meet applicable Intelligent Transportation Systems (ITS) architecture requirements. Beginning with the 2006 RTIP, MTC is requiring all applicable projects to conform with the regional ITS architecture. Information on the regional ITS architecture can be found at:
<http://www.mtc.ca.gov/planning/ITS/index.htm>.
- Based on discussions between CMAs and MTC, programming of the regional Planning, Programming and Monitoring (PPM) funds during the 2006 STIP period will be determined when the outcome is known of a possible legislative change to the amount of PPM available to the region. Once the outcome is known, MTC will forward a resolution to the Commission to formalize the PPM split between CMAs and MTC. Until a legislative change

occurs, MTC will use \$500,000 of annual PPM; in the event that the annual PPM is less than \$1 million, MTC will use up to 50% of available PPM.

- At its September 2005 meeting, the CTC will adopt changes to the STIP guidelines that incorporate performance measures into the RTIP and ITIP review process. According to the guidelines, a regional, system-level performance report must be submitted along with the RTIP submission. MTC staff is developing this report, focusing on applying the measures at the Regional Transportation Plan (RTP) level. In addition, project-level performance measure data will be reviewed for new projects greater than \$50 million or 50% of a county's available share. MTC intends to submit 8-10 projects for review as well, though it is possible there will not be this many new projects. In that case, we expect to submit a shorter list, which might include some existing STIP projects. The project-level performance measures will be submitted to MTC by the CMAs.
- It is the Commission's policy that all major new freeway projects included in the Transportation 2030 Plan and subsequent regional transportation plans shall include traffic operations system (TOS) elements to effectively operate the region's freeway system and coordinate with local transportation management systems. Beginning with the 2006 STIP, MTC is requiring that all applicable RTIP projects conform to the regional policy. For purposes of this policy, a "major freeway project" is a project that adds lanes to a freeway, constructs a new segment of freeway, modifies a freeway interchange, or reconstructs an existing freeway. A project is considered "new" if it does not have an approved Project Study Report (PSR) by December 2004. Caltrans shall operate, manage, maintain and replace the TOS elements installed within its right-of-way.
- Early notification of cost increases allows the CMA and MTC to assist in developing strategies to manage cost increases and plan for future county share programming. For projects with a total estimated cost over \$25 million, the implementing agency must perform quarterly project cost evaluations. If a cost increase greater than 10% of the total estimated cost of the particular phase is identified, the implementing agency must notify and submit updated STIP Fact and Funding sheets to the appropriate CMA and MTC. In the event that a project is divided into sub-elements, the implementing agency will include all project sub-elements (i.e. landscaping, soundwalls, adjacent local road improvements) in the quarterly cost evaluation.
- If new TE funds become available as part of the 2006 STIP, the funds will be split according to the same formula: 50% available for county discretionary TE funding and 50% available for the County TLC program, with the existing distribution schedule for fiscal years FY 2006-07 through FY 2008-09. For fiscal years FY 2009-10 and FY 2010-11, the TE funds will be split 50-50 in each year.

- In response to new state and federal requirements, RTIP funds must be programmed in the TIP prior to seeking a CTC allocation. In addition, a federal authorization to proceed (e-76) request must be submitted simultaneously with the RTIP allocation request when the request includes federal funds – especially TE funds.
- The policies of MTC for the 2006 RTIP will be based on the 2006 STIP Guidelines released by the CTC on September 29, 2005.

MTC encourages input from our partners on the 2006 RTIP Policies and Procedures. Please contact Kenneth Folan at (510) 817-5804 or kfolan@mtc.ca.gov with questions or comments.

Attachments

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Date: October 26, 2005
W.I.: 1515
Referred by: PAC

Attachment 1
Resolution No. 3689
Page 1 of 38

**DRAFT
2006
Regional Transportation Improvement Program
Policies, Procedures,
and Project Selection Criteria**

October 26, 2005

**MTC Resolution No. 3689
Attachment 1**

**Metropolitan Transportation Commission
Programming and Allocations Section
<http://www.mtc.ca.gov/funding.htm>**

**2006 RTIP
Regional Transportation Improvement Program
Policies, Procedures and Project Selection Criteria
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2006 Regional Transportation Improvement Program (RTIP) Policies, Procedures and Project Selection Criteria

Background

The State Transportation Improvement Program (STIP) provides funding for a significant number of transportation projects around the State. As the Regional Transportation Planning Agency (RTPA) for the Bay Area, the Metropolitan Transportation Commission (MTC) is responsible for developing regional project priorities for the STIP for the nine counties of the Bay Area.

The Regional Transportation Improvement Program (RTIP) is the region's proposal to the State for STIP funding, due to the California Transportation Commission (CTC) by January 30, 2006. The 2006 STIP will include programming for the five fiscal years from 2006-07 through 2010-11.

2006 RTIP Development

The following principles will frame the development of MTC's 2006 RTIP, the region's contribution to the 2006 STIP.

- MTC will work with CTC staff, CMA's, transit operators, Caltrans, and project sponsors to prepare the 2006 STIP.
- Investments made in the RTIP must carry out the objectives of the Regional Transportation Plan (RTP), and be consistent with its improvements and programs.
- MTC may choose to consult with counties to consider programming a portion of their RTIP shares for projects that will meet a regional objective. Among these considerations would be operational projects intended to improve the performance of the metropolitan transportation system as a whole, projects proposed for the Interregional Transportation Improvement Program (ITIP), and projects that meet commitments in Transportation 2030, such as the Streets and Roads/Transit Capital shortfall funding commitment. Given the recent financial hardships for state transportation funding, any regional priorities would have to be considered in light of 1) size and magnitude of regional need, 2) availability and timing of state funding, and 3) availability and timing of other funding sources to fund projects of regionwide benefit.
- MTC will continue to work with CMAs, transit operators, Caltrans and project sponsors to aggressively seek project delivery solutions in the face of severely limited STIP allocations. Through the use of AB 3090 authority, GARVEE financing, and federal, regional, and local funds, MTC will work with its transportation partners to deliver projects in the region.

- Each county's project list must be constrained within the county share limits unless arrangements have been made with other counties to aggregate the county share targets. MTC continues to support aggregation of county share targets to deliver ready-to-go projects in the region.

Key Policies and Guidance

The following policies serve as the primary guidance in the development of the 2006 RTIP.

Consistency with Regional and Local Plans

RTP Consistency

Transportation 2030 Plan, the 2005 Regional Transportation Plan (RTP) established a policy based on three strategies: adequate maintenance of the existing system, system efficiency, and strategic expansion. Programming policies governing the STIP and other flexible, multi-modal discretionary funding sources such as the federal Surface Transportation Program (STP) and the Congestion Mitigation and Air Quality (CMAQ) funds need to be responsive to that policy. New projects submitted for RTIP consideration must include a statement addressing how the project meets the strategies set forth in the RTP.

Local Plans

Projects included in the RTIP must be included in a Congestion Management Plan (CMP) or Capital Improvement Program (CIP).

CTC Guidance

The California Transportation Commission (CTC) 2006 STIP guidelines are scheduled for adoption in September 2005. After release, the MTC 2006 RTIP Policies, Procedures and Project Selection Criteria will be revised to reflect any changes in STIP policy implemented by the CTC. The entire CTC STIP Guidelines are available on the internet at:
<http://www.dot.ca.gov/hq/transprog/stip>. All CMAs and project sponsors are required to follow the MTC and CTC STIP guidelines in the development and carrying out of the 2006 RTIP and STIP.

2006 RTIP Development Schedule

Development of the 2006 RTIP under these procedures will be done in accordance with the schedule outlined in Attachment A of these policies and procedures.

RTIP County Share Targets

Attachment C-1 of the Policies and Procedures provides the county share targets for each county for the 2006 RTIP. Each county's project list, due to MTC in draft form by October 28, 2005, must be constrained within these county share limits unless arrangements have been made with other counties to aggregate the county share targets. The final county share programming targets will be established in the 2006 STIP Fund Estimate adopted by the CTC on September 29, 2005, or as subsequently amended by the CTC. It is expected that MTC's RTIP will be developed using a region-wide aggregate of county-share targets.

Project Eligibility

SB 45 (Chapter 622, Statutes 1997) considerably expanded the range of projects that are eligible for consideration in the RTIP. Eligible projects include, state highway improvements, local road improvements and rehabilitation, public transit, intercity rail, pedestrian, and bicycle facilities, and grade separation, transportation system management, transportation demand management, soundwall projects, intermodal facilities, and safety.

RTIP Project Solicitation

Each county congestion management agency (CMA), or countywide transportation planning agency for those counties that have opted out of the CMA requirement, is responsible for soliciting projects for its county share of the RTIP. The CMA must notify all eligible project sponsors, including Caltrans and transit operators, of the process and deadlines for applying for RTIP funding, recognizing the expanded project eligibility allowed under SB 45.

Public Involvement Process

MTC is committed to having the CMAs as full partners in development of the RTIP. That participation likewise requires the full commitment of the CMAs to a broad, inclusive public involvement process. Federal regulations call for active outreach strategies in any metropolitan planning process, but opportunities for the public to get involved are especially important with the project selection process for the RTIP.

Below are suggestions for congestion management agencies to use in seeking suggestions and comments on proposed projects that will be submitted to MTC for inclusion in the 2006 RTIP. Further guidance is contained in the CMA Guidelines for Public Involvement Strategy for the Transportation 2030 Plan.

- Hold an appropriate number of public meetings to adequately cover the major population centers and sub-areas within the county. These meetings should be structured to ensure the inclusion of the views and concerns of low-income and minority communities covered under Title VI of the Civil Rights Act.
- Provide for the public the key decision milestones in the process, so that interested residents can follow the process and know in advance when the CMA board will take final action.
- In addition to the public meetings above, provide and publicize opportunities for affected stakeholders to comment about county projects at regularly scheduled meetings of the CMA policy board.
- Make a concerted effort to publicize meetings to a wide range of interest organizations and residents, including groups representing low-income and minority communities.

Federal Transportation Enhancement (TE) Funds / County TLC Program

The CTC has adopted a policy to reform the manner in which federal Transportation Enhancement (TE) funds are programmed in the State. During the Transportation Efficiency Act for the Twenty-First Century (TEA-21), the regional TE funds were programmed by the regions under the provisions of AB 1012 (Chapter 783, Statutes of 1999 - Torlakson). With SAFETEA, the CTC has reformed the State's TE programming policy, and is implementing the regional TE program through the STIP under the SB 45 (Chapter 622, Statutes 1997) process.

During the 6-year 2004 STIP period, from FY 2003-04 through FY 2008-09, half of the TE funding available to the region was made available for the County Transportation for Livable Communities (TLC) program, and the remaining half was available for the counties to program at their discretion. Due to the limited funding in the STIP, and the timing of the TLC programming cycle, the county discretionary TE funding utilized the TE capacity for the first three years, and none of the last three years of the STIP. The County TLC program utilized none of the STIP TE capacity in the first three years, and all of the TE capacity in the last three years. In response to SB 45 Timely Use of funding requirements, it may be necessary to make adjustments to the actual fiscal year of funding of County TE discretionary and County TE TLC projects. The CMAs and MTC staff will work together in meeting the SB 45 deadlines for TE funding.

If new TE funds become available as part of the 2006 STIP, the funds will be split according to the same formula: 50% available for county discretionary TE funding and 50% available for the County TLC program, with the same distribution schedule for fiscal years FY 2006-07 through FY 2008-09. For fiscal years FY 2009-10 and FY 2010-11, the TE funds will be split 50-50 in each year.

RTIP Projects in the Transportation Improvement Program (TIP)

In response to new state and federal requirements, RTIP funds must be programmed in the TIP prior to seeking a CTC allocation. In addition, a federal authorization to proceed (e-76) request must be submitted simultaneously with the RTIP allocation request when the request includes federal funds – especially TE funds.

Caltrans Project Nomination

Senate Bill 1768 (Chapter 472, Statutes 2002) authorizes the Department of Transportation to nominate or recommend projects to be included in the RTIP to improve state highways using regional transportation improvement funds. To be considered for funding in the RTIP, the Department must submit project nominations directly to the applicable CMA (or countywide transportation planning agency for those counties that have opted out of the CMA requirement). The Department should also identify any additional state highway improvement needs within the county that could be programmed within the 3 years beyond the end of the current STIP period. The Department must submit these programming recommendations and identification of state highway improvement needs to the CMA within the timeframe and deadline prescribed by the applicable CMA.

Whenever Department programming recommendations or nominations are not included in the CMA's RTIP proposal, the CMA must identify those recommendations and provide an explanation of its reasons for not accepting them with its submittal to MTC. Where the Department has identified unprogrammed State highway improvement needs and the CMA's proposed RTIP funding includes programming for rehabilitation or improvement projects off the State highway system, the CMA must identify those needs and provide either an explanation of how funding to meet the State highway improvement needs will be met or provide an explanation for its reason for not reserving RTIP county share to preserve future capacity for meeting those needs. These explanations should be made with reference to the regional transportation plan, the cost effective use of state funds, and the evaluation of the cost-effectiveness and performance measures of the CMA's RTIP Candidate submittal, as specified in the CTC STIP Guidelines.

Title VI Compliance

Investments made in the RTIP must be consistent with federal Title VI requirements. Title VI prohibits discrimination on the basis of race, color, income, and national origin in programs and activities receiving federal financial assistance. Public outreach to and involvement of individuals in low income and minority communities covered under Title VI of the Civil Rights Act and the Executive Order pertaining to Environmental Justice is critical to both local and regional decisions. The CMA must consider equitable solicitation and selection of project candidates in accordance with federal Title VI requirements.

Intelligent Transportation Systems Policy

In collaboration with federal, state, and local partners, MTC is developing the regional Intelligent Transportation Systems (ITS) architecture. MTC, state and federal agencies will soon require projects funded with federal highway trust funds to meet applicable ITS architecture requirements. Beginning with the 2006 RTIP, MTC is requiring that all applicable projects conform to the regional ITS architecture. Through the on-line WEBFMS application process, 2006 RTIP project sponsors will identify the appropriate ITS category, if applicable. Information on the regional ITS architecture can be found at: <http://www.mtc.ca.gov/planning/ITS/index.htm>.

Traffic Operations System Policy for Major New Freeway Projects

It is the Commission's policy that all major new freeway projects included in the Transportation 2030 Plan and subsequent regional transportation plans shall include traffic operations system (TOS) elements to effectively operate the region's freeway system and coordinate with local transportation management systems. Beginning with the 2006 STIP, MTC is requiring that all applicable RTIP projects conform to the regional policy. For purposes of this policy, a "major freeway project" is a project that adds lanes to a freeway, constructs a new segment of freeway, upgrades a segment to freeway status, modifies a freeway interchange, modifies freeway ramps, or reconstructs an existing freeway. A project is considered "new" if it does not have an approved Project Study Report (PSR) by December 2004, or does not have funds programmed for the construction phase in the STIP as of December 2004. Caltrans shall operate, manage, maintain and replace the TOS elements installed within its right-of-way.

Accommodations for Bicyclists, Pedestrians and Persons with Disabilities

Federal, state and regional policies and directives emphasize the accommodation of bicyclists, pedestrians, and persons with disabilities when designing transportation facilities. Of particular note is Caltrans Deputy Directive 64 which stipulates: "pedestrians, bicyclists and persons with disabilities must be considered in all programming, planning, maintenance, construction, operations, and project development activities and products." MTC's Regional Bicycle Plan, adopted as a component of the 2001 RTP, requires that "all regionally funded projects consider enhancement of bicycle transportation consistent with Deputy Directive 64".

In selecting projects for inclusion in the RTIP, the CMAs and project sponsors must consider federal, state and regional policies and directives regarding non-motorized travel, including, but limited to, the following:

Federal Policy Mandates

TEA-21 states that, "Bicycle transportation facilities and pedestrian walkways shall be considered, where appropriate, in conjunction with all new construction and reconstruction of transportation projects, except where bicycle and pedestrian use are not permitted." (Section 1202)

The Federal Highways Administration Program Guidance on bicycle and pedestrian issues makes a number of clear statements of intent, and provides a best practices concept as outlined in the US DOT Policy Statement on Integrating Bicycling and Walking into Transportation Infrastructure." (<http://www.fhwa.dot.gov/environment/bikeped/Design.htm>)

State Policy Mandates

California Government Code Section 65089(b)(1)(B)(5) requires that the design, construction and implementation of roadway projects proposed for funding in the RTIP must consider maintaining bicycle access and safety at a level comparable to that which existed prior to the improvement or alteration.

Caltrans Deputy Directive 64 (<http://www.dot.ca.gov/hq/tpp/offices/bike/DD64.pdf>), states: "the Department fully considers the needs of non-motorized travelers (including pedestrians, bicyclists, and persons with disabilities) in all programming, planning, maintenance, construction, operations, and project development activities and products. This includes incorporation of the best available standards in all of the Department's practices. The Department adopts the best practices concept in the US DOT Policy Statement on Integrating Bicycling and Walking into Transportation Infrastructure."

Regional Policy Mandates

All projects programmed in the RTIP must consider the impact to bicycle transportation, pedestrians and persons with disabilities. Furthermore, it is encouraged that all bicycle projects programmed in the RTIP support the Regional Bicycle Network. Guidance on considering bicycle transportation can be found in MTC's 2001 Regional Bicycle Plan (a component of the

2001 RTP) and Caltrans Deputy Directive 64. MTC's Regional Bicycle Plan, containing federal, state and regional policies for accommodating bicycles and non-motorized travel, is available on MTC's Web site at: <http://www.mtc.ca.gov/projects/rtp/bicycle.htm>

Grant Anticipation Revenue Vehicle (GARVEE) Bonding

Chapter 862 of the Statutes of 1999 (SB 928) authorizes the State Treasurer to issue GARVEE bonds and authorizes the California Transportation Commission (CTC) to select projects for accelerated construction from bond proceeds. Bond repayment is made through annual set asides of the county share of future State Transportation Improvement Program (STIP) funds. Bond repayments are typically made over several STIP programming periods.

In accordance with state statute and the CTC GARVEE guidelines, GARVEE debt repayment will be the highest priority for programming and allocation within the particular county Regional Improvement Program (RIP) share until the debt is repaid. In the event that the RIP county share balance is insufficient to cover the GARVEE debt service and payment obligations, the RIP county share balance for that particular county will become negative through the advancement of future RIP county share. Should a negative balance or advancement of capacity be unattainable, then funding for other projects using RIP county share within that particular county would need to be reprogrammed or deleted, to accommodate the GARVEE debt service and payment obligations.

The CTC is responsible for programming the funds, derived from federal sources, as GARVEE debt service and the State Treasurer is responsible for making the debt service payments for these projects.

AB 3090 Project Replacement or Reimbursement

AB 3090 (Statutes of 1992, Chapter 1243) allows a local jurisdiction to advance a project included in the STIP to an earlier fiscal year through the use of local funds. With the concurrence of the appropriate transportation planning agency, the California Transportation Commission and Caltrans, one or more replacement state transportation project shall be identified and included in the STIP for an equivalent amount and in the originally scheduled fiscal year or a later year of the advanced project. Alternately, the advanced project can be reimbursed in the originally scheduled fiscal year or a later year.

Projects approved for AB 3090 consideration must award a contract within twelve months of the CTC approval. Section 2.c of the AB3090 Policy, adopted by the CTC in April 2003 states, "The local agency commits to award a contract or otherwise begin delivery of the project component within 12 months of the Commission's approval, with the understanding that the arrangement may be cancelled if that condition is not met."

The allocation of AB 3090 reimbursement projects is the highest priority in the MTC region.

AB 872 Advance Expenditure of Funds

AB 872 (Statutes of 2001, Chapter 815) authorizes a regional or local entity to expend its own funds for any component of a transportation project within its jurisdiction that is included in the current fiscal year's state transportation improvement program and for which the commission has not made an allocation. The amount expended would be authorized to be reimbursed by the state, subject to annual appropriation by the Legislature, if (1) the commission makes an allocation for, and the department executes a fund transfer agreement for, the project during the same fiscal year as when the regional or local expenditure was made; (2) expenditures made by the regional or local entity are eligible for reimbursement in accordance with state and federal laws and procedures; and (3) the regional or local entity complies with all legal requirements for the project, as specified.

MTC discourages the use of AB 872 to expend funds in the programmed year prior to allocation by the CTC until the state financial situation stabilizes. Allocation of funds in the year programmed is not guaranteed due to the current state financial situation. Therefore, sponsors are exposing themselves to the risk of expending local funds with no guarantee that the STIP funds will be allocated.

Should a sponsor want to proceed with an AB 872 request, the sponsor must notify the CMA, MTC and Caltrans in writing on agency letterhead in accordance with Caltrans Local Assistance procedures.

AB 608 Contract Award Provisions

AB 608 authorizes the adjustment by the CTC of a programmed project amount in the STIP if the construction contract award amount for a project is less than 80% of the engineer's final estimate, excluding construction engineering.

The CTC will not approve any AB 608 request after 120 days from the contract award. Sponsors intending to take advantage of AB 608 project savings must notify Caltrans and the CMA within 30 days of the contract award, to ensure the request to the CTC can be processed in time to meet the CTC's deadline.

Caltrans Quality Assurance Oversight

For projects on the state highway system, the Department of Transportation must verify that procedures are adequate to ensure completed work conforms to established standards, policies, and practices. The Department must perform this quality assurance as part of its responsibility for the planning, design, construction, maintenance, and operation of the state highway system (Government Code 14520.3 (b)).

The Department will charge a fee for its quality assurance oversight services on all state highway project components implemented by an agency other than the Department, as prescribed in the Department's document on "Implementing Agency Responsibilities for State Transportation Improvement Program (STIP) projects on State Highways" and as identified in the project cooperative agreement. Generally, the Department will withhold ten percent from the STIP funds

allocated by the CTC for this purpose, unless other funding has been made available through the cooperative agreement.

All requests for funding in the RTIP for projects on the state highway system and implemented by an agency other than the Department must include the Caltrans Assurance of Quality (CAQ) fee within each project component cost, as identified in the cooperative agreement. This is to ensure sufficient funding is available for the project component, and, if necessary, that the additional ten percent CAQ fee is included within the RIP funding.

Payback of County Share Loan to Napa County

MTC Resolution 3442 provides a guarantee for the repayment of a loan of 2002 RTIP shares from Napa County to Sonoma, Marin and San Francisco counties. Marin, Sonoma and San Francisco were facing funding shortfalls in their 2002 RTIP and Napa was leaving a large portion of its RTIP share unprogrammed, banking it for future projects that are currently under development. As the region revised the 2002 RTIP to respond to the funding constraints announced by the CTC, it became apparent that Napa's unprogrammed balance could be used by Marin, Sonoma, and San Francisco. Such a loan would ensure that critical U.S. 101 widening projects could move forward as originally scheduled, and keep Napa's funds within the region, rather than be loaned out elsewhere in the State. In accordance with MTC Resolution 3442, the number one priority for Marin, San Francisco, and Sonoma counties for the 2004 and 2006 RTIP is to payback the 2002 STIP loan from Napa County.

County targets released by the CTC indicate Napa's county share has been repaid. Therefore, it is expected the loan repayments have been fulfilled.

Santa Clara GARVEE Debt Service

In accordance with MTC Resolution 3538, the debt service for the I-880/Coleman Avenue, SR-87 HOV Lanes (SR 85 to I-280), and the SR-87 HOV Lanes (I-280-Julian Street) projects will be paid from the Santa Clara County RIP county share balance. In the event that the Santa Clara County RIP county share balance is insufficient to cover the GARVEE debt service and payment obligations, the Santa Clara County RIP county share balance will become negative through the advancement of future Santa Clara County RIP county share. Should a negative balance or advancement of capacity be unattainable, then funding for other projects using Santa Clara County RIP county share would need to be reprogrammed or deleted, to accommodate the GARVEE debt service and payment obligations.

Regional Planning, Programming and Monitoring (PPM) funds

Based on discussions between CMAs and MTC, programming of the regional Planning, Programming and Monitoring (PPM) funds during the 2006 STIP period will be determined when the outcome is known of a possible legislative change to the amount of PPM available to regions statewide. Once the outcome is known, MTC will forward a resolution to the Commission to formalize the PPM split between CMAs and MTC.

Until a legislative change occurs, MTC will use \$500,000 of annual PPM; in the event that the annual PPM is less than \$1 million, MTC will use up to 50% of available PPM.

Project Advancements

If a project or project component is ready for implementation earlier than the fiscal year that it is programmed in the STIP, the implementing agency may request an allocation in advance of the programmed year. The CTC will consider making advanced allocations based on a finding that the allocation will not delay availability of funding for other projects programmed in earlier years than the project to be advanced and with the approval of the responsible regional agency if county share funds are to be advanced. Due to the current state financial situation, project advancements are unlikely during the 2006 STIP period. In project and financial planning, sponsors should not expect the CTC to advance any projects.

Programming to Reserves

The counties and the region may propose to leave county share STIP funds unprogrammed for a time to allow adequate consideration of funding options for future projects. The CTC particularly encourages Caltrans and the regional agencies to engage in early consultations to coordinate their ITIP and RTIP proposals for such projects. Counties intending to maintain an unprogrammed balance of its county share for future program amendments prior to the next STIP must include a statement of the intentions for the funds, including the anticipated use of the funds, as well as the amount and timing of the intended STIP amendment(s). However, access to any unprogrammed balance is subject to availability of funds in the State Highway Account, and is not expected to be approved by the CTC until the 2008 STIP programming cycle.

Advance Project Development Element

Additional funding is available for programming of project development components through the Advance Project Development Element (APDE) of the STIP. This equates to 25 percent of the estimated programming capacity for the two years beyond the STIP period (2011-12 and 2012-13). Funds that have been programmed from past STIP APDEs are carried over as a debit against programming capacity. Once a project funded within the STIP APDE moves to construction, the funding within the APDE for that project is deducted from the programming capacity of the county share.

The CTC will be treating the programming of funds in the county share period, as well as the funds programmed within the APDE for projects that have gone to construction, as advances against future STIP period county shares. Amounts programmed under these provisions will be deducted from the regular county share in the next STIP.

It is not expected that the CTC will be programming APDE projects in the 2006 STIP.

Countywide RTIP Listing

By October 28, 2005, each county Congestion Management Agency or countywide transportation planning agency must submit to MTC a draft proposed countywide RTIP project listing showing the

proposed programming of county shares. The final list is due to MTC by November 18, 2005, and must include the final project applications for any new projects added to the STIP (or any significantly revised existing STIP projects) and appropriate project level performance measure analysis.

Project Screening Criteria, Including Readiness

In addition to the CTC Guidelines, all projects included in the 2006 RTIP must meet all MTC project-screening criteria listed in Attachment D of this guidance. Of utmost importance are the project readiness requirements.

RTIP Applications

Project sponsors must complete an application for each new project proposed for funding in the RTIP, consisting of the items included in Attachment E of this guidance. In addition to MTC's WEBFMS application, project sponsors are to use the fact and fund sheets provided by Caltrans for any new projects. The nomination sheet must be submitted electronically for upload into the regional and statewide databases.

STIP Performance Measures

The CTC has placed increased emphasis on Section 19 of the CTC's STIP Guidelines: *Criteria for Measuring Performance and Cost Effectiveness*. Section 19 now mandate the incorporation of performance measures into the project selection process. RTIPs must include an overall program assessment and project level assessment for new projects greater than \$50 million or 50% of a county's available share.

MTC will perform and submit the program level assessment. Each CMA shall submit to MTC, along with the RTIP project list and STIP Fact and Funding sheets, a project level assessment for one to two projects.

Regional Projects

Applications for projects with regionwide or multi-county benefits should be submitted to both MTC and the affected county CMAs for review. Regional projects will be considered for programming in the context of other county project priorities. MTC staff will work with the affected parties (CMAs and project sponsors) to determine the appropriate level of funding for these projects and negotiate county contributions of the project cost. County contributions would be based on population shares of the affected counties, or other agreed upon distribution formulas.

85-115% Adjustments

MTC may, pursuant to Streets and Highways Code Section 188.8 (k), pool the county shares within the region, provided that each county shall receive no less than 85 percent and not more than 115 percent of its county share for any single STIP programming period and 100 percent of its county share over two STIP programming cycles.

MTC may recommend use of the 85%-115% rule provided for in SB 45 to ensure, as needed, that the proper scope of projects submitted for programming can be accommodated. MTC will also work with CMAs to recommend other options, such as phased programming across STIP cycles, to ensure that sufficient funding and concerns such as timely use of funds are adequately addressed.

Timely Use of Funds Provisions and Deadlines

SB 45 established strict timely use of funds and project delivery requirements for transportation projects programmed in the STIP. Missing critical milestones could result in deletion of the project from the STIP, and a permanent loss of the funds to the county and region. Therefore, these timely use of funds deadlines must be considered in programming the various project phases in the STIP. While SB 45 provides some flexibility with respect to these deadlines by allowing for deadline extensions under certain circumstances, the CTC has made it very clear that deadline extensions will be the exception rather than the rule.

Project sponsors must be certain that they can meet all of the timely use of funds deadlines imposed by SB 45 as described below.

Allocation

Funds programmed in the STIP for all components of local grant projects and for Caltrans construction capital must receive an allocation from the CTC by the end of the fiscal year in which the funds are programmed. Funds not allocated or extended by the CTC within this deadline are deleted from the STIP with the funds returning to the county in the next county share period. The next county share period begins July 1, 2008, with the following share period beginning July 1, 2012.

Award

Funds allocated for construction or for purchase of equipment must be encumbered by the award of a contract within six months of the date of the allocation. Federal funds for transit projects are considered encumbered and expended upon completion of the fund transfer from Federal Highway Administration (FHWA) to Federal Transit Administration (FTA). Funds not encumbered by the award of a contract, or transferred to FTA, or extended by the CTC within the deadline are permanently lost to the region, with no adjustment to the county share balance.

Expenditure

Funds allocated for local project development or right of way costs must be expended by the end of the second fiscal year following the fiscal year in which the funds were allocated. Funds allocated for construction or for the purchase of equipment must be expended within 36 months of award of the contract. Funds not expended, or transferred to FTA, or extended by the CTC within the expenditure deadline are permanently lost to the region, with no adjustment to the county share balance.

Invoicing

Implementing agencies must invoice against allocated funds at least once in a six-month period following allocation of the funds, until project closeout. Funds not invoiced at least once in a six-month period are subject to de-obligation from the project. Federal funds not invoiced at least once in a twelve-month period are permanently lost to the region, with no adjustment to the county share balance. Federal funds for transit projects must meet applicable Federal Transit Administration (FTA) invoicing requirements.

Reimbursement

For local grant projects, the sponsor has 180 days after contract acceptance (completion of expenditure of funds) to make the final payment to the contractor or vendor, prepare the final Report of Expenditure and submit the final invoice to Caltrans for reimbursement. Funds not reimbursed or extended by the CTC within the reimbursement deadline are permanently lost to the region, with no adjustment to the county share balance.

Note for Transit Projects: Funds programmed and allocated for transit projects are considered obligated as soon as they are transferred to the Federal Transit Administration (FTA). Federal funds for such projects will be considered encumbered and expended upon completion of the fund transfer to FTA. Allocation of Public Transportation Account (PTA) funds or state funds allocated to match the federal funds for such projects will be subject to the timely use of funds provisions described above.

For each of these deadlines, the project sponsor may request the CTC (following CMA and MTC concurrence) to extend the deadlines no more than one time and only if the CTC finds that an unforeseen and extraordinary circumstance beyond the control of the responsible agency has occurred that justifies the extension. The extension will not exceed the period of delay directly attributed to the extraordinary circumstance and will in no event be for more than 20 months.

In addition to the Timely Use of Funds provisions of SB 45, the California Transportation Commission has strengthened its STIP Amendment policy by prohibiting amendments for funds programmed in the current fiscal year.

Notice of Cost Increase

For projects with a total estimated cost over \$25 million, the implementing agency must perform quarterly project cost evaluations. If a cost increase greater than 10% of the total estimated cost of the particular phase is identified, the implementing agency must notify and submit updated STIP Fact and Funding sheets to the appropriate CMA and MTC. In the event that a project is divided into sub-elements, the implementing agency will include all project sub-elements (i.e. landscaping, soundwalls, adjacent local road improvements) in the quarterly cost evaluation.

Early notification of cost increases allows the CMA and MTC to assist in developing strategies to manage cost increases and plan for future county share programming.

Notice of Contract Award

Caltrans has developed a procedure (Local Programs Procedures LPP-01-06) requiring project sponsors to notify Caltrans immediately after the award of a contract. Furthermore, Caltrans will not make any reimbursements for expenditures until such information is provided. Project sponsors must also notify MTC immediately after the award of a contract. To ensure proper monitoring of the Timely Use of Funds provisions of SB 45, project sponsors are required to provide MTC and the county CMA with a copy of the LPP-01-06 "Award Information for STIP Projects – Attachment A" form, when it is submitted to Caltrans. This will assist MTC and the CMA in maintaining the regional project monitoring database, and ensure accurate reporting on the status of projects in advance of potential funding lapses. In accordance with CTC and Caltrans policies, funds must be encumbered in a contract within six months of allocation.

State-Only Funding

Most projects programmed in the STIP receive a combination of state and federal funds. However, the CTC, with the concurrence of Caltrans, may approve state only funds on a case-by-case basis. Requesting state only funding may be justified, for example, for a local roadway project off of the federal aid system, which would be ineligible to receive federal funding.

Caltrans will be determining the availability of state-only funding in the STIP on an annual basis in conjunction with adoption of the state budget. Therefore, Caltrans will be revisiting the approved state-only funding eligibility categories on an annual basis, with the possibility of only guaranteeing state-only funding for projects in the current fiscal year. Caltrans is aware of the needs of project sponsors to know in advance whether the project will be state-only funded, and will therefore review requests on a project by project basis.

For all state-only funding requests there must be a notation of such a request in the "Special Funding Conditions or Terms" section of the RTIP Fund and Fact Sheet. For project sponsors requesting state-only funding for projects that do not meet the pre-approved state-only funding categories, sponsors must also include a copy of the Caltrans "Request for Exception to Project Funding Policy" form as part of their RTIP application submittal. The original must be sent directly to Caltrans, HQ Budgets for processing and approval by Caltrans prior to MTC submittal of the final RTIP to the CTC on December 15, 2005. This includes any request for STIP PTA matching funds for Article XIX restricted projects.

State-only funds are currently approved for the following:

- All capital projects under \$750,000 with the exception of park and ride and bus stop projects costing \$30,000 or more and safety and railroad projects on State Highways costing \$100,000 or more.
- State funds used to match federal funds.
- STIP rideshare projects
- Rail projects not eligible for federal funding, and are not for acquiring rolling stock.
- STIP Planning, Programming, and Monitoring (PPM) funding.
- Projects recommended by Caltrans approved by the CTC at the time of programming

- Projects granted exceptions by Caltrans (requires Request for Exception to Project Funding Policy Form)

It is encouraged that project sponsors requesting state-only funding, do so at the time the project is initially programmed in the STIP, rather than waiting until the allocation of funds. The availability of state-only funding varies dramatically year to year, which may result in these funds being unavailable at the time of allocation. Therefore, to guarantee state-only funding, the project sponsor must request state-only funds at the time of programming.

Due to the State's financial challenges, it is expected that State-only funding will be extremely limited in the 2006 STIP.

Matching Requirements

A local match is not required for projects programmed in the STIP, except under special situations affecting projects subject to Article XIX restrictions established by the State Constitution. Article XIX limits the use of state revenues in the State Highway Account (SHA) to state highways, local roads, and fixed guideway facilities. Other projects, such as rail rolling stock and buses, are not eligible to receive state funds from the SHA. Article XIX restricted projects must therefore be funded with either a combination of federal STIP funding and matching STIP funds from the Public Transportation Account (PTA), or with 100 percent federal STIP funds in the State Highway Account (which requires a non-federal local match of 11.47% from a non-STIP local funding source).

Project sponsors wishing to use STIP PTA funds as matching funds for Article XIX restricted projects must note such a request in the "Special Funding Conditions" section of the RTIP Application Nomination sheet, and obtain approval from Caltrans through the state-only approval process as previously described. Otherwise, the CTC may assume any Article XIX restricted STIP project will be funded with 100 percent federal funds.

STIP Amendment/Extension Procedure

The STIP amendment and extensions process has been updated and is incorporated as Attachment 2 of this resolution. Project sponsors will be required to follow this process in addition to any procedures imposed by the CTC, Caltrans or the CMAs, for all STIP amendment and extension requests. Of particular interest is the requirement for the development of a 'STIP History' to accompany all requests to delay construction. The 'STIP History' outlines the project's construction history as programmed in the STIP with particular attention to any previous delays and reason for previous and current delay. It must note the original inclusion of the project construction component in the STIP and each prior project construction STIP amendment delay including for each, the amendment date, the dollar amount programmed for construction, and the scheduled year of construction delay. It must also include a statement on the financial impact of the construction delay on the project, and an estimated funding source for the additional funds necessary to complete the project under the delayed schedule. Also, the expanded delegation of authority to the MTC

Executive Director for letters of concurrence on STIP amendments and extensions will reduce the time needed for an agency to complete the STIP amendment and extension requests to the CTC.

2006 RTIP
Metropolitan Transportation Commission
Regional Transportation Improvement Program
DRAFT

Development Schedule - August 25, 2005

March 3, 2005	Caltrans' Presentation of Fund Estimate (FE) Overview (CTC Meeting – Sacramento)
March 9, 2005	Presentation of initial outstanding issues for RTIP Policies and Procedures to FWG
April 14, 2005	Presentation of Draft FE Assumptions and Policy Issues by Caltrans (CTC Meeting – Stockton)
May 26, 2005	Caltrans' FE Assumptions adopted by CTC (CTC Meeting – Sacramento)
June 1, 2005	Finance Working Group (FWG) review of proposed RTIP Policies and Procedures
July 14, 2005	Caltrans' Presentation of Draft STIP FE to CTC (CTC Meeting – San Diego)
September 19, 2005	Partnership Technical Advisory Committee (PTAC) review of proposed RTIP Policies and Procedures
September 29, 2005	CTC adopts STIP FE and STIP Guidelines (CTC Meeting – Monterrey)
October 12, 2005	PAC review and recommendation of final proposed RTIP Policies and Procedures
October 26, 2005	Commission adopts 2006 RTIP Policies and Procedures
October 28, 2005	CMAAs submit fact and fund sheets, proposed RTIP project listing, and project level performance measure analysis to MTC
November 18, 2005	Final changes to Fact and Fund sheets due to MTC. Final RTIP project listing and performance measure analysis due to MTC. Final PSR (or PSR Equivalent), Resolution of Local Support and Certification of Assurances due to MTC (Final Complete Applications due)
December 14, 2005	Programming and Allocations Committee (PAC) review – authorize public hearing and release of draft RTIP
December 16, 2005	Circulate draft RTIP for public comment
December 19, 2005	PTAC Review of 2006 RTIP
January 11, 2006	Public Hearing (at PAC meeting)
January 11, 2006	PAC Review of 2006 RTIP – Refer to Commission for approval
January 17, 2006	Close of public comment period for 2006 RTIP
January 25, 2006	Commission approves 2006 RTIP
January 30, 2006	2006 RTIP due to CTC
March 9, 2006	CTC 2006 STIP Hearing – Southern California (Los Angeles)
March 16, 2006	CTC 2006 STIP Hearing – Northern California (CTC Meeting – Sacramento)
April 7, 2006	CTC Staff Recommendations on 2006 STIP released
April 27, 2006	CTC adopts 2006 STIP (CTC Meeting – Fresno)
March/April, 2006	Conduct AQ modeling and Conformity Analysis on STIP projects for the 2007 TIP
May 2006	Release 2007 TIP for Public Comment
July 2006	Commission approves 2007 TIP
August 1, 2006	2007 TIP due to Caltrans
October 1, 2006	2007 TIP approved by FHWA & FTA

Shaded Area – Actions by Caltrans or CTC

INSERT pdf file: RES-3689-Attach-1-B.pdf

Attachment B: 2006 RTIP County Share Balances

INSERT pdf file: RES-3689-Attach-1-C-1.pdf

Attachment C-1: 2006 RTIP Program Summary and County Targets

INSERT pdf file: RES-3689-Attach-1-C-2.pdf

Attachment C-2: 2006 RTIP Transportation Enhancements (TE) Targets

**2006 Regional Transportation Improvement Program
Policies, Procedures and Project Selection Criteria
Attachment D: 2006 RTIP Project Screening Criteria**

Eligible Projects

- A. Eligible Projects.** SB 45 (Chapter 622, Statutes 1997) expanded the range of projects that are eligible for consideration in the RTIP. Eligible projects include, state highway improvements, local road improvements and rehabilitation, public transit, intercity rail, pedestrian, and bicycle facilities, and grade separation, transportation system management, transportation demand management, soundwall projects, intermodal facilities, and safety.

Planning Prerequisites

- B. RTP Consistency.** Projects included in the RTIP must be consistent with the adopted Regional Transportation Plan (RTP), which state law requires to be consistent with federal planning and programming requirements. Each project to be included in the RTIP must identify its relationship with meeting the goals and objectives of the RTP, and where applicable, the RTP ID number and/or RTP travel corridor and whether the project is to be credited against the county's transit capital shortfall target.
- C. CMP Consistency.** Local projects must also be included in a County Congestion Management Plan (CMP), or in an adopted Capital Improvement Program (CIP) for counties that have opted out of the CMP requirement, prior to inclusion in the RTIP.
- D. PSR or PSR Equivalent is Required.** Projects in the STIP must have a complete project study report or, for a project that is not on a state highway, a project study report equivalent or major investment study. The intent of this requirement is to ensure that the project scope, cost and schedule have been adequately defined and justified. This requirement is particularly important in light of SB 45 timely use of funds requirements, discussed below.

The required format of a PSR or PSR equivalent varies by project type. Additional guidance on how to prepare these documents is available on the internet at the addresses indicated within Part 3 (Project Study Report (PSR), or equivalent) of Attachment E: 2006 RTIP Project Application, which includes a table categorizing PSR and PSR equivalent requirements by project type.

Project Costs and Phases

- E. Escalated Costs.** All projects will count against share balances on the basis of their fully escalated (inflated) costs. All RTIP project costs must be escalated to the year in which project delivery is proposed.

As required by law, inflation estimates for Caltrans operations (support) costs are based on the annual escalation rate established by the Department of Finance.

Local project sponsors may use the state escalation rates or their own rates in determining the escalated project cost in the year programmed.

F. Project Phases. Projects must be separated into the following project components:

1. Completion of all studies, permits and environmental studies (ENV)
2. Preparation of all Plans, Specifications, and Estimates (PSE)
3. Acquisition of right-of-way (ROW)
4. Construction and construction management and engineering, including surveys and inspections.” (CON)

Note: Right-of-way and construction components on Caltrans projects must be further separated into capital costs and Caltrans support costs (ROW-CT and CON-CT).

The project sponsor/CMA must display the project in these four components (six for Caltrans projects) in the final submittal. STIP funding amounts programmed for any component shall be rounded to the nearest \$1,000.

All requests for funding in the RTIP for projects on the state highway system and implemented by an agency other than the Department must include the Caltrans Assurance of Quality (CAQ) fee within each project component cost, as identified in the cooperative agreement. This is to ensure sufficient funding is available for the project component, and, if necessary, that the additional ten percent CAQ fee is included within the RIP funding.

G. Minimum Project Size. New projects or project components cannot be programmed for less than \$100,000, with the following exceptions:

- (a) Projects eligible for Federal Transportation Enhancement (TE) funding.
- (b) Funds to match Regional Surface Transportation Program (STP) or Congestion Mitigation and Air Quality (CMAQ).
- (c) Planning, Programming and Monitoring (PPM)
- (d) Projects for landscaping and mitigation of State highway projects, including soundwalls.
- (e) Caltrans project support components not allocated by the Commission.
- (f) Right-of-way capital outlay for Caltrans, which is not allocated by the Commission on a project basis.

H. Fiscal Years of Programming. The 2006 STIP covers the five-year period from FY 2006-07 though 2010-11. It is unlikely that new projects will be programmed. In the unlikely event that new projects are programmed, it would most likely occur in FY 2009-10 and 2010-11.

Readiness Standards

I. Project Phases Must Be Ready in the Year Proposed. Funds designated for each project component will only be available for allocation until the end of the fiscal year in which the funds are

programmed in the STIP. Once allocated, the sponsor will have two additional years to expend funds. For construction, the sponsor will have six months to award a contract and three years to expend funds. Project sponsors must invoice at least once in a six-month period following the allocation of funds. It is therefore very important that projects be ready to proceed in the year programmed.

- J. Completion of Environmental Process.** Government Code Section 14529(c) requires that funding for right-of-way acquisition and construction for a project may be included in the STIP only if the CTC makes a finding that the sponsoring agency will complete the environmental process and can proceed with right-of-way acquisition or construction within the five year STIP period. Furthermore, in compliance with Section 21150 of the Public Resources Code, the CTC may not allocate funds to local agencies for design, right-of-way, or construction prior to documentation of environmental clearance under the California Environmental Quality Act (CEQA). Therefore, project sponsors must demonstrate to MTC that these requirements can be reasonably expected to be met prior to programming right-of-way or construction funds in the RTIP.

- K. Programming Project Components in Sequential STIP Cycles.** Project components may be programmed sequentially. That is, a project may be programmed for environmental work only, without being programmed for plans, specifications, and estimates (design). A project may be programmed for design without being programmed for right-of-way or construction. A project may be programmed for right-of-way without being programmed for construction. The CTC recognizes a particular benefit in programming projects for environmental work only, since projects costs and particularly project scheduling often cannot be determined with meaningful accuracy until environmental studies have been completed. As the cost, scope and schedule of the project is refined, the next phases of the project may be programmed with an amendment or in a subsequent STIP.

When proposing to program only preconstruction components for a project, the implementing agency must demonstrate the means by which it intends to fund the construction of a useable segment, consistent with the regional transportation plan or the Caltrans interregional transportation strategic plan. The anticipated total project cost and source of any uncommitted future funding must be identified.

- L. Sequential Phasing.** For most projects, the different project phases should be programmed sequentially in the STIP, i.e. environmental before design before right of way before construction. Projects with significant right of way acquisition or construction costs that require more than a simple Categorical Exemption or basic permitting approvals, must not be programmed with the right of way and construction components in the same year as the environmental. Project sponsors must provide sufficient time between the scheduled allocation of environmental funds and the start of design, right of way or construction.

- M. The Project Must Be Fully Funded.** All local projects must be accompanied by an authorizing resolution stating the sponsor's commitment to complete the project as scoped with the funds

requested. A model resolution including the information required is outlined in Attachment E - Part 1 of this guidance.

The CTC will program a project component only if it finds that the component itself is fully funded, either from STIP funds or from other committed funds. The CTC will regard non-STIP funds as committed when the agency with discretionary authority over the funds has made its commitment to the project by ordinance or resolution. For federal formula funds, including RSTP, CMAQ, and Federal formula transit funds, the commitment may be by Federal TIP adoption. For federal discretionary funds, the commitment may be by federal approval of a full funding grant agreement or by grant approval.

All regional agencies with rail transit projects shall submit full funding plans describing each overall project and/or useable project segment. Each plan shall list Federal, State, and local funding categories by fiscal year over the time-frame that funding is sought, including funding for initial operating costs. Moreover, should the project schedule exceed the funding horizon, then the amount needed beyond what is currently requested shall be indicated. This information may be incorporated in the project application nomination sheets.

N. Field Review for Federally Funded Local Projects. One way to avoid unnecessary STIP amendment and extension requests is to conduct a field review as early as possible, so potential issues may be identified with sufficient time for resolution.

By requesting funding for a federally-funded project in the RTIP, the project sponsor agrees to contact Caltrans and schedule and make a good faith effort to complete a project field review within 6-months of the project being included in the Transportation Improvement Program (TIP). For the 2006 STIP, Caltrans field reviews should be completed by September 1, 2006 for federal aid projects programmed in FY 2006-07, 2007-08, and 2008-09. The requirement does not apply to planning activities, state-only funded projects, or STIP funds to be transferred to the Federal Transit Administration (FTA).

Other Requirements

- O. Availability for Audits.** Sponsors must agree to be available for an audit if requested. Government Code Section 14529.1 "The commission [CTC] shall request that the entity receiving funds accept an audit of funds allocated to it by the commission, if an audit is deemed necessary."
- P. Interregional Projects May Be Proposed Under Some Restrictive Circumstances.** The project must be a usable segment and be more cost-effective than a Caltrans alternative project. Government Code Section 14527 (c) "A project recommended for funding by the RTPA in the Interregional Improvement Program shall constitute a usable segment, and shall not be a condition for inclusion of other projects in the RTIP." Government Code Section 14529 (k) "... the commission [CTC] must make a finding, based on an objective analysis, that the recommended project is more cost-effective than a project submitted by the department..."

- Q. Premature Commitment of Funds.** The project sponsor may not be reimbursed for expenditures made prior to the allocation of funds by the CTC (or by Caltrans under delegation authority), unless the provisions of Assembly Bill 872 (Chapter 572, Statutes of 1999 – Section 14529.7 of the Government Code) are met in accordance with the CTC Guidelines for Implementation of AB872. Under no circumstances may funds be reimbursed for expenditures made prior to the funds being programmed in the STIP. In addition, the sponsor must make a written request to Caltrans prior to incurring costs, in accordance with Caltrans Locals Assistance Procedures for AB 872 implementation.
- R. State-Only Funding.** For all state-only funding requests there must be a notation of such a request in the “Special Funding Conditions or Terms” section of the RTIP Fact and Fund Sheet. For project sponsors requesting state-only funding for projects that do not meet the pre-approved state-only funding categories, sponsors should also include a copy of the Caltrans “Request for Exception to Project Funding Policy” form as part of their RTIP application submittal. The original must be sent directly to Caltrans, HQ Budgets for processing and approval by Caltrans prior to MTC submittal of the final RTIP to the CTC on January 30, 2006. This includes any request for STIP PTA matching funds for Article XIX restricted projects.

2006 Regional Transportation Improvement Program (RTIP)
Attachment E: 2006 RTIP Project Application

Project sponsors must submit a completed project application for each project proposed for funding in the 2006 RTIP. The application consists of the following four to five parts and are available on the internet (as applicable) at: <http://www.mtc.ca.gov/funding.htm>

- 1a. Resolution of local support *
- 1b. Opinion of legal counsel *
2. Local agency certification of assurances
3. Project Study Report (PSR), or equivalent
4. RTIP project nomination sheet (with maps) (must be submitted electronically)
5. Copy of State-Only Funding Request Exception Form (Only if requesting state-only funding and the project is not on pre-approved state-only eligible funding list. Original request is to be submitted directly to Caltrans HQ Budgets for processing and approval prior to MTC submittal of the RTIP to the CTC on December 15, 2005).

- * Project sponsor has the option to incorporate language into the Resolution of Local support – see note below

* NOTE: Project sponsors have the option of consolidating the ‘Opinion of Legal Counsel’ within the Resolution of Local Support, by incorporating the following statements into the Resolution of Local Support:

Resolved, that (agency name) is an eligible sponsor of projects in the State Transportation Improvement Program; and be it further

Resolved, that (agency name) is authorized to submit an application for State Transportation Improvement Program funds for (project name); and be it further

Resolved, that there is no legal impediment to (agency name) making applications for Regional Improvement Program funds; and be it further

Resolved, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of (agency name) to deliver such project; and be it further

If the above language is not provided within the Resolution of Local Support, an Opinion of Legal Counsel is required as provided in Part 1b

RTIP Project Application

Part 1: Sample Resolution of Local Support

Resolution No. _____

Whereas, SB 45 (Chapter 622, Statutes 1997) substantially revised the process for estimating the amount of state and federal funds available for transportation projects in the state and for appropriating and allocating the available funds to these projects; and

Whereas, as part of that new process, the Metropolitan Transportation Commission (MTC) is responsible for programming projects eligible for Regional Improvement Program funds, pursuant to Government Code Section 14527(b), for inclusion in the Regional Transportation Improvement Program, and submission to the California Transportation Commission, for inclusion in the State Transportation Improvement Program; and

Whereas, MTC has requested eligible transportation project sponsors to submit applications nominating projects to be programmed for Regional Improvement Program funds in the Regional Transportation Improvement Program; and

Whereas, applications to MTC must be submitted consistent with procedures, conditions, and forms it provides transportation project sponsors; and

Whereas, (agency name) is a sponsor of transportation projects eligible for Regional Improvement Program funds; and

Whereas, the RTIP project nomination sheet of the project application, attached hereto and incorporated herein as though set forth at length, lists the project, purpose, schedule and budget for which (agency name) is requesting that MTC program Regional Improvement Program funds for inclusion in the Regional Transportation Improvement Program; and

Whereas, Part 2 of the project application, attached hereto and incorporated herein as though set forth at length, includes the certification by (agency name) of assurances required by SB 45 in order to qualify the project listed in the RTIP project nomination sheet of the project application for programming by MTC; now, therefore, be it

Resolved, that (agency name) approves the assurances set forth in Part 2 of the project application, attached to this resolution; and be it further

Resolved, that (agency name) has reviewed the project and has adequate staffing resources to deliver and complete the project within the schedule set forth in the RTIP project nomination sheet of the project application, attached to this resolution; and be it further

Resolved, that (agency name) is an eligible sponsor of projects in the State Transportation Improvement Program; and be it further

Resolved, that (agency name) is authorized to submit an application for State Transportation Improvement Program funds for (project name); and be it further

Resolved, that there is no legal impediment to (agency name) making applications for Regional Improvement Program funds; and be it further

Resolved, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of (agency name) to deliver such project; and be it further

Resolved, that (agency name) authorizes its (Executive Director, General Manager, or his/her designee) to execute and file an application with MTC to program Regional Improvement Program funds into the Regional Transportation Improvement Program, for the projects, purposes and amounts included in the project application attached to this resolution; and be it further

Resolved, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the (agency name) application referenced herein.

RTIP Project Application

Part 1b: Sample Opinion of Legal Counsel

Project sponsors have the option of including specified terms and conditions within the Resolution of Local Support as included in Part 1. If a project sponsor elects not to include the specified language within the Resolution of Local Support, then the sponsor shall provide MTC with a current Opinion of Counsel stating that the agency is an eligible sponsor of projects for the State Transportation Improvement Program; that the agency is authorized to perform the project for which funds are requested; that there is no legal impediment to the agency applying for the funds; and that there is no pending or anticipated litigation which might adversely affect the project or the ability of the agency to carry out the project. A sample format is provided below.

(Date)

To: Metropolitan Transportation Commission
Fr: (Applicant)
Re: Eligibility for State Transportation Improvement Program (STIP) funds

This communication will serve as the requisite opinion of counsel in connection with the application of (Applicant) _____ for funding from the State Transportation Improvement Program (STIP) made available pursuant to the State Transportation Funding Plan, Streets and Highways Code Section 163 et. seq.:

1. (Applicant) _____ is an eligible sponsor of projects for the STIP.
2. (Applicant) _____ is authorized to submit an application for STIP funding for (project) _____.
3. I have reviewed the pertinent state laws and I am of the opinion that there is no legal impediment to (Applicant) _____ making applications for STIP funds. Furthermore, as a result of my examinations, I find that there is no pending or threatened litigation which might in any way adversely affect the proposed projects, or the ability of (Applicant) _____ to carry out such projects.

Sincerely,

Legal Counsel

Print name

RTIP Project Application
Part 2: Certification of Assurances

The implementing agency certifies that the project for which Regional Improvement Program funding is requested meets the following project screening Criteria. **Please initial each.**

1. The project is eligible for consideration in the RTIP. Pursuant to Streets and Highways Code Section 164 (e), eligible projects include improving state highways, local roads, public transit, intercity rail, pedestrian, and bicycle facilities, and grade separation, transportation system management, transportation demand management, soundwall projects, intermodal facilities, and safety. _____
2. For the funds requested, no costs have/will be incurred prior to adoption into the STIP by the CTC. _____
3. A Project Study Report (PSR) or PSR equivalent has been prepared for the project. _____
4. The project budget included in Part 2 of the project application reflects current costs updated as of the date of application and escalated to the appropriate year. _____
5. The project is included in a local congestion management program (CMP). (Note: For those counties that have opted out of preparing a CMP in accordance with Government Code Section 65088.3, the project must be consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the countywide transportation planning agency.) _____
6. The year of funding for any design, right-of-way and/or construction phases has taken into consideration the time necessary to obtain environmental clearance and permitting approval for the project. _____
7. The project is fully funded. _____
8. For projects with STIP federal funds, the implementing agency agrees to contact Caltrans and schedule and complete a field review within six months of the project being adopted or amended into the TIP. _____
9. For STIP construction funds, the implementing agency agrees to send a copy of the Caltrans LPP 01-06 "Award Information for STIP Projects – Attachment A" to MTC and the CMA, upon award. _____
10. The implementing agency agrees to be available for an audit of STIP funds, if requested. _____

The implementing agency also agrees to abide by all statutes, rules and regulations applying to the State Transportation Improvement Program (STIP), and to follow all requirements associated with the funds programmed to the project in the STIP. _____

These include, but are not limited to:

1. Environmental requirements: NEPA standards and procedures for all projects with Federal funds; CEQA standards and procedures for all projects programmed with State funds.
2. California Transportation Commission (CTC) requirements for transit projects, formerly associated with the Transit Capital Improvement (TCI) program. These include rules governing right-of-way acquisition, hazardous materials testing, and timely use of funds.
3. Federal Transit Administration (FTA) requirements for transit projects as outlined in FTA regulations and circulars.
4. Federal Highway Administration (FHWA) and Caltrans requirements for highway and other roadway projects as outlined in the Caltrans Local Programs Manual.

5. Federal air quality conformity requirements, and local project review requirements, as outlined in the adopted Bay Area Conformity Revision of the State Implementation Plan (SIP).

RTIP Project Application

Part 3: Project Study Report (PSR), or equivalent

The required format of a PSR or PSR equivalent varies by project type. The following table categorizes PSR and PSR equivalent requirements by project type. Additional guidance on how to prepare these documents is available on the internet at the addresses indicated below, or from MTC.

Project Study Report (PSR) Requirements PSR and Equivalents by Project Type

Project Type	Type of Document Required *	Where to get more information
State Highway	Full PSR or PD/ENV Only	http://www.dot.ca.gov/hq/oppd/pdpm/apdx.htm/apdx_1/apdx_1.htm
Local Roadway a. rehabilitation	PSR for local rehabilitation	http://www.dot.ca.gov/hq/LocalPrograms/ then look in "Local Programs Publications" and "PSR for local rehab."
b. capacity increasing or other project	PSR equivalent – project specific study with detailed scope and cost estimate	In most cases completing the Preliminary Environmental Study and Field Review forms in the Local Assistance Procedures Manual should be sufficient. These forms can be found at: <u>Preliminary Environmental--</u> http://www.dot.ca.gov/hq/LocalPrograms/ then look in "publications" and "local assistance manuals" chapter 6 pg 35. <u>Field Review</u> -- http://www.dot.ca.gov/hq/LocalPrograms/ "publications" and "local assistance manuals" chapter 7 pg 11.
Transit	State of California Uniform Transit Application	http://www.dot.ca.gov/hq/MassTrans/tfund.htm
Traffic Congestion Relief (TCR) Program projects (Specific phase)	TCR program application for the phases of work included in the TCR application	For a Traffic Congestion Relief (TCR) Program project, a TCR program application is considered a PSR equivalent for the phases of work included in the TCR application http://www.dot.ca.gov/tcrp
Other	PSR equivalent with detailed scope and cost estimate	To be determined on a case by case basis

* In some instances a Major Investment Study (MIS) prepared under federal guidance may serve as a PSR equivalent where information provided is adequate for programming purposes.

2004 STATE TRANSPORTATION IMPROVEMENT PROGRAM

Project Nomination Sheet (Page A-1) Reformatted - 11/04/2003

Project Information						Fact Sheet Date: 12/04/03		
County	Caltrans District	PPNO *	EA *	Region/MPO/TIP ID*	Element	Route / Corridor *	PM / KP Back *	PM / KP Ahead *
							PM: KP:	PM: KP:
Legislative Districts:		Senate:			Congressional:			
		Assembly:						
Project Sponsor:								
Implementing Agency:		PA&ED:			AB 3090? <input type="checkbox"/>		PS&E:	
(by component)		R/W:			AB 3090? <input type="checkbox"/>		CON:	
							AB 3090? <input type="checkbox"/>	
Project Title:								

* NOTE: PPNO & EA assigned by Caltrans. Region/MPO/TIP ID assigned by RTPA/MPO. Route/Corridor & PM/KP Back/Ahead used for State Highway System and Intercity Rail projects.

Location - Project Limits - Description and Scope of Work - (brief) (State/Region and Area Specific Maps to be included below)

Transportation Problem to be Addressed by Project and Description of Project Benefits - (brief)

Expected Source(s) of Additional Funding Necessary to Complete Project - as Identified Under 'Additional Need' - (brief)

Requesting State-Only Funds?			
Project Milestones		Date	Doc. Type
Project Study Report (PSR) Complete:			Scheduled Circulation of Draft Environmental Document:
Project Manager (Person responsible for delivering the project within cost, scope and schedule)			
Name:		Agency:	Phone:
Project Location Maps - Location Map of Project in State/Region, and Area Specific Map			

NOTE: The CTC STIP Guidelines should have been read and understood prior to preparation of the STIP Fact Sheet, with particular attention to Sections 37 - 62.
A copy of the CTC STIP Guidelines and a template of the Project Nomination Sheets are available at: <http://www.dot.ca.gov/hq/transprog/stip.htm>

2004 STATE TRANSPORTATION IMPROVEMENT PROGRAM

Project Nomination Sheet (Page B-1)

(dollars in thousands and escalated)

Date: 4-Dec-03

County	CT District	PPNO *	EA *	Region/MPO/TIP ID *	Implementing Agency
Project Title:					

* NOTE: PPNO and EA assigned by Caltrans. Region/MPO/TIP ID assigned by RTPA/MPO

Proposed Total Project Cost							Project Total	Comments:
Component	Prior	04/05	05/06	06/07	07/08	08/09+		
E&P (PA&ED)								
PS&E								
R/W SUP (CT) *								
CON SUP (CT) *								
R/W								
CON								
TOTAL								

Existing RTIP Funds							RTIP Program Code: **	
Component	Prior	04/05	05/06	06/07	07/08	08/09	Total	Comments:
E&P (PA&ED)								
PS&E								
R/W SUP (CT) *								
CON SUP (CT) *								
R/W								
CON								
TOTAL								

Proposed RTIP Funds							RTIP Program Code: **	
Component	Prior	04/05	05/06	06/07	07/08	08/09	Total	Comments:
E&P (PA&ED)								
PS&E								
R/W SUP (CT) *								
CON SUP (CT) *								
R/W								
CON								
TOTAL								

* NOTE: R/W SUP and CON SUP to be used only for projects implemented by Caltrans - See Section 47 & 50 of CTC adopted STIP Guidelines. ** Program Code provided by Caltrans

Existing ITIP Funds							ITIP Program Code: **	
Component	Prior	04/05	05/06	06/07	07/08	08/09	Total	Comments:
E&P (PA&ED)								
PS&E								
R/W SUP (CT) *								
CON SUP (CT) *								
R/W								
CON								
TOTAL								

Proposed ITIP Funds							ITIP Program Code: **	
Component	Prior	04/05	05/06	06/07	07/08	08/09	Total	Comments:
E&P (PA&ED)								
PS&E								
R/W SUP (CT) *								
CON SUP (CT) *								
R/W								
CON								
TOTAL								

* NOTE: R/W SUP and CON SUP to be used only for projects implemented by Caltrans - See Section 47 & 50 of CTC adopted STIP Guidelines. ** Program Code provided by Caltrans

Existing 'Grandfathered STIP' Funds							GF Program Code: **	
Component	Prior	04/05	05/06	06/07	07/08	08/09	Total	Comments:
E&P (PA&ED)								
PS&E								
R/W SUP (CT) *								
CON SUP (CT) *								
R/W								
CON								
TOTAL								

Proposed 'Grandfathered STIP' Funds							GF Program Code: **	
Component	Prior	04/05	05/06	06/07	07/08	08/09	Total	Comments:
E&P (PA&ED)								
PS&E								
R/W SUP (CT) *								
CON SUP (CT) *								
R/W								
CON								
TOTAL								

The CTC STIP Guidelines and a template of the STIP fund sheet are available at: <http://www.dot.ca.gov/hq/transprog/stip.htm>

Reformatted Version 11/04/03

2004 STATE TRANSPORTATION IMPROVEMENT PROGRAM
Project Nomination Funding Sheet (Page B-2)
(dollars in thousands and escalated)

Date: 4-Dec-03

County	CT District	PPNO	EA	Region/MPO/TIP ID	Implementing Agency
Project Title:					

								Comments
Existing Non-STIP Funding - Contributor 1								Agency:
Component	Prior	04/05	05/06	06/07	07/08	08/09+	Total	Fund Type:
E&P (PA&ED)								
PS&E								
R/W SUP (CT) *								
CON SUP (CT) *								
R/W								
CON								
TOTAL								
Proposed Non-STIP Funding - Contributor 1								Agency:
Component	Prior	04/05	05/06	06/07	07/08	08/09+	Total	Fund Type:
E&P (PA&ED)								
PS&E								
R/W SUP (CT) *								
CON SUP (CT) *								
R/W								
CON								
TOTAL								

* NOTE: R/W SUP and CON SUP to be used only for projects implemented by Caltrans - See Section 47 & 50 of CTC adopted STIP Guidelines.

Existing Non-STIP Funding - Contributor 2								Agency:
Component	Prior	04/05	05/06	06/07	07/08	08/09+	Total	Fund Type:
E&P (PA&ED)								
PS&E								
R/W SUP (CT) *								
CON SUP (CT) *								
R/W								
CON								
TOTAL								
Proposed Non-STIP Funding - Contributor 2								Agency:
Component	Prior	04/05	05/06	06/07	07/08	08/09+	Total	Fund Type:
E&P (PA&ED)								
PS&E								
R/W SUP (CT) *								
CON SUP (CT) *								
R/W								
CON								
TOTAL								

* NOTE: R/W SUP and CON SUP to be used only for projects implemented by Caltrans - See Section 47 & 50 of CTC adopted STIP Guidelines.

Existing Non-STIP Funding - Contributor 3								Agency:
Component	Prior	04/05	05/06	06/07	07/08	08/09+	Total	Fund Type:
E&P (PA&ED)								
PS&E								
R/W SUP (CT) *								
CON SUP (CT) *								
R/W								
CON								
TOTAL								
Proposed Non-STIP Funding - Contributor 3								Agency:
Component	Prior	04/05	05/06	06/07	07/08	08/09+	Total	Fund Type:
E&P (PA&ED)								
PS&E								
R/W SUP (CT) *								
CON SUP (CT) *								
R/W								
CON								
TOTAL								

Additional Funding Needs (funding needs not yet committed)									11/12 and Beyond	Project Total
Component	Prior	04/05	05/06	06/07	07/08	08/09	09/10	10/11		
E&P (PA&ED)										
PS&E										
R/W SUP (CT) *										
CON SUP (CT) *										
R/W										
CON										
TOTAL										

The CTC STIP Guidelines and a template of the STIP fund sheet are available at: <http://www.dot.ca.gov/hq/transprog/stip.htm>

Reformatted Version 11/04/03

Memorandum

To: **Joan Borucki**
Budgets Program - Mail Station 24

Date:

From:

File:

Subject: Request for Funds/Exception to Project Funding Policy

It is recommended that the California Transportation Commission be requested to vote **AMOUNT** from **DESCRIPTION OF FUNDING SOURCE (BOTH FEDERAL & STATE)** funds in the **FISCAL YEAR** fiscal year for the following project:

PROJECT DESCRIPTION:

JUSTIFICATION:

- A. Type of work
- B. Need for Project/Proposed Improvements
- C. Status of Project
 - 1) Environmental Clearance Status
 - 2) R/W Clearance Status (If currently R/W certified as #3, when will the certification be upgraded to a #1 or #2?)
 - 3) Status of Construction (if applicable)
- D. Total Project Funding Plan By Fiscal Year (list all funding sources & anticipated fund usage by year)
- E. Allocation
 - 1) Amount of allocation request:
 - 2) Is this a partial allocation request? ☐ YES ☐ NO
 - 3) If this is a partial allocation, what will be the total cost of the project? When will the additional allocation be needed?
 - 4) Is the project identified as State-Only in the adopted programming document?
☐ YES ☐ NO
 - 5) If requesting State-Only funding, please state specific reasons per project funding policy:
- F. Advertisement: We request that this project be advertised in **MONTH YEAR**.

Date: October 26, 2005
W.I.: 1515
Referred by: PAC

Attachment 2
Resolution No. 3689
Page 1 of 11

DRAFT
Regional Transportation Improvement Program
STIP Amendments / Extensions
Rules and Procedures

October 26, 2005

MTC Resolution No. 3689
Attachment 2

Metropolitan Transportation Commission
Programming and Allocations Section
<http://www.mtc.ca.gov/funding.htm>

RTIP
Regional Transportation Improvement Program
STIP Amendments / Extensions
Rules and Procedures
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Regional Transportation Improvement Program (RTIP) STIP Amendments / Extensions Rules and Procedures

What is the STIP?

The State Transportation Improvement Program (STIP) is the State's spending plan for state and federal funding. The STIP is comprised of the Regional Transportation Improvement Program (RTIP) and the Interregional Transportation Improvement Program (ITIP). The program is updated every two years and currently covers a five-year period. STIP funded projects, like all other state and federally funded projects, must be listed in the TIP in order for the sponsor to access the funding. This biennial STIP process is outlined in the attached "STIP Process".

Seventy-five percent (75%) of the funding in the STIP flows to regions by formula through their RTIPs. Regions throughout the state are charged with developing an expenditure plan for the funds. Eligible project types include improvements to state highways, local roads, public transit, intercity rail, pedestrian and bicycle facilities, grade separations, transportation system management, transportation demand management, soundwall projects, intermodal facilities, and safety.

The remaining 25% of the funding flows to the ITIP, which is a statewide competitive program. This funding is directed to projects that improve interregional transportation. Eligible project types include intercity passenger rail, mass transit guideways, grade separation, and state highways.

When are Amendments and Extensions Allowed?

STIP Amendments

An amendment may change the cost, scope or schedule of a STIP project and its components. For instance, if the final cost estimate for a project is higher (or lower) than the amount programmed, a STIP amendment may be requested to increase or (decrease) the amount programmed. Or, as a project progresses through project development, it may be time to add the next component or phase. Likewise, if the project schedule is delayed significantly, an amendment may be warranted to request a change in program year of the funding in order to prevent a funding lapse. STIP amendments may also be requested to delete project funding or to add a new project into the STIP.

Important Tip: Once a state fiscal year (July 1 – June 30) has begun, the CTC will not allow STIP amendments to delete or change the funding programmed in that fiscal year. Instead, the project sponsor may request a one-time extension as described below.

One-time Extension Requests

SB 45 established deadlines for allocation, contract award, expenditure and reimbursement of funds for all projects programmed in the STIP. The CTC may, upon request, grant a one-time extension to each of these deadlines for up to 20 months. However, the CTC will only grant an extension if it finds that an unforeseen and extraordinary circumstance beyond the

control of the responsible agency has occurred that justifies the extension. Furthermore, the extension will not exceed the period of delay directly attributable to the extraordinary circumstance.

Roles and Responsibilities

The STIP Amendment and Extensions process requires review and approval by various agencies to ensure the action requested is appropriate, and consistent with state statutes, CTC guidance, Caltrans procedures and regional policies. Projects must be included in a county Congestion Management Program (CMP) or county Capital Improvement Program (CIP), and must be consistent with the Regional Transportation Plan (RTP) to be programmed in the RTIP. Therefore, any additions or changes that may impact the priorities established within these documents must be reviewed and approved by the appropriate agency. Furthermore, improperly programmed funds or missed deadlines could result in funding being permanently lost to the region.

Project sponsors are responsible for reviewing and understanding the procedures, guidance and regulations affecting projects programmed in the STIP. Each project manager and the individual responsible for submitting documentation for STIP amendments and extensions must have read and understood these policies and procedures, particularly the CTC STIP Guidelines available on the internet at <http://www.dot.ca.gov/hq/transprog/stip.htm> and the MTC RTIP Policies and Application Procedures posted on the internet at: <http://www.mtc.ca.gov/funding.htm>. Project sponsors are ultimately responsible for ensuring the required documentation is provided to Caltrans by the deadlines established by Caltrans for all allocations, extensions, and additional supplemental funds requests.

The Congestion Management Agencies/Transportation Authorities are responsible for ensuring the packages submitted by the project sponsors are complete, and the proposed changes are consistent with the Regional Transportation Plan (RTP), and Congestion Management Plans (CMPs) or Capital Improvement Program (CIP). The CMAs/TAs check to ensure the proposed changes meet MTC, CTC and other state or federal guidance and regulations. As mentioned in the Guiding Principles of the 2006 RTIP Policies and Procedures, the CMA must consider equitable distribution of projects in accordance with Title VI. Following CMA/TA concurrence of the request, the complete package is forwarded to MTC.

The Metropolitan Transportation Commission (MTC), as the Regional Transportation Planning Agency (RTPA) for the nine counties of the San Francisco Bay Area, provides concurrence for the STIP requests and formally submits all STIP Amendments to Caltrans for approval by the CTC. MTC also verifies compliance with established state and regional policies. Although MTC provides concurrence on extensions, additional supplemental funds requests and some allocation requests, it is the responsibility of the project sponsor, not MTC, to ensure the required documentation is submitted to Caltrans by the established deadlines for these action requests.

The California Department of Transportation (Caltrans) processes the requests and makes recommendations to the California Transportation Commission (CTC) in accordance with Department procedures and CTC policies and guidelines.

The California Transportation Commission (CTC) approves or rejects the requests based on state statutes and its own established guidance and procedures.

Requesting STIP Amendments and Extensions

As described below, the procedures for processing STIP amendments and extensions vary depending on whether the project is sponsored by Caltrans or a local agency, and whether it has already received STIP funding.

Step I: Project Sponsor Requests STIP Amendment or Extension

For currently programmed Caltrans projects:

- Caltrans and the appropriate CMA identify and discuss the issue(s) that may require an amendment or extension and notify MTC Programming and Allocations (P&A) Section staff that a change to the current STIP may be necessary and is being considered.
- Caltrans and CMA agree on proposed change(s).
- Where necessary, CMA staff requests policy board approval of proposed change.
- Once approved by the CMA, CMA notifies Caltrans in writing of the county's concurrence, with a copy sent to MTC P&A.
- Caltrans requests MTC concurrence for the STIP Amendment/Extension by transmitting the following to MTC P&A:
 - Letter requesting the STIP Amendment or Extension with explanation and justification of the need for the action with the following attachments:

For a STIP Amendment:

- Copy of CMA's letter of concurrence
- Revised RTIP Application Form – <http://www.mtc.ca.gov/funding.htm>
- TIP Amendment Form - <http://www.mtc.ca.gov/funding.htm>
- A construction 'STIP History' for each amendment that would delay the year of construction. The 'STIP History' outlines the project's construction history as programmed in the STIP with particular attention to any previous delays and reason for the previous and current delay. It must note the original inclusion of the project construction component in the STIP and each prior project construction STIP amendment delay including for each, the amendment date, the dollar amount programmed for construction, and the scheduled year of construction delay. It must also include a statement on the financial impact of the construction delay on the project, and an estimated funding source for the additional funds necessary to complete the project under the delayed schedule. (A STIP History is only required for amendments to delay the year of construction.)

For an Extension:

- Copy of CMA's letter of concurrence
- A construction 'STIP History' for each extension that would delay construction as described above for a STIP Amendment.

For currently programmed local projects:

- Sponsor and the appropriate CMA identify and discuss the issue(s) that may require an amendment or extension and notify Caltrans and MTC Programming and Allocations Section staff that a change to the current STIP may be necessary and is being considered.
- Sponsor and CMA agree on proposed change(s).
- Sponsor requests CMA concurrence for the STIP Amendment/Extension by submitting the following to the CMA:
 - Letter requesting the STIP Amendment or Extension with explanation and justification of the need for the action with the following attachments:

For a STIP Amendment:

- Revised RTIP Application Form - <http://www.mtc.ca.gov/funding.htm>
- TIP Amendment Form - <http://www.mtc.ca.gov/funding.htm>
- A construction 'STIP History' for each amendment that would delay the year of construction. The 'STIP History' outlines the project's construction history as programmed in the STIP with particular attention to any previous delays and reason for previous and current delay. It must note the original inclusion of the project construction component in the STIP and each prior project construction STIP amendment delay including for each, the amendment date, the dollar amount programmed for construction, and the scheduled year of construction delay. It must also include a statement on the financial impact of the construction delay on the project, and an estimated funding source for the additional funds necessary to complete the project under the delayed schedule. (A STIP History is only required for amendments to delay the year of construction.)
- Any other documentation required by the CMA or Caltrans

For an Extension:

- Copy of completed Request for Time Extension form (located on the internet at: <http://www.dot.ca.gov/hq/LocalPrograms>).
- A construction 'STIP History' for each extension that would delay construction, as described above for a STIP Amendment.
- Any other documentation required by the CMA or Caltrans
- Where necessary, CMA staff requests policy board approval of proposed request.
- Sponsor submits Caltrans' "Request for Time Extension" form and any other required documentation to Caltrans.

- CMA requests MTC concurrence for the STIP Amendment/Extension by transmitting a letter to MTC P&A requesting the STIP Amendment or Extension with explanation and justification of the need for the action along with the documentation submitted by the project sponsor. A copy of the request is also sent to Caltrans.

Important Tip: For STIP Extensions, the CTC will only grant an extension if it finds that an unforeseen and extraordinary circumstance beyond the control of the responsible agency has occurred that justifies the extension. Furthermore, the extension will not exceed the period of delay directly attributable to the extraordinary circumstance, up to a maximum of 20 months. It is therefore absolutely necessary that the letter and supporting documentation clearly explains and justifies the extension request. Failure to provide adequate justification could result in an extension not being approved.

For all new projects:

- Sponsor and the appropriate CMA identify and discuss the issue(s) that may require a new project to be added to the STIP and notify Caltrans and MTC Programming and Allocations (P&A) Section staff an amendment to the current STIP may be necessary and is being considered.
- Sponsor and CMA agree on proposed addition.
- Sponsor requests CMA concurrence for the STIP Amendment by submitting the following to the CMA:
 - Letter requesting the STIP Amendment with explanation and justification of the need for the project to be added to the STIP.
 - TIP Amendment form - <http://www.mtc.ca.gov/funding.htm>
 - RTIP Application form including: - <http://www.mtc.ca.gov/funding.htm>
 - Resolution of local support
 - Project nomination fact sheet (with maps)
 - Project nomination fund sheet
 - Local agency certification of assurances
 - Project Study Report (PSR), or equivalent.
 - Copy of State-Only Funding Request Exception Form (Only if requesting state-only funding and project is not on pre-approved state-only eligible funding list. Original request is to be submitted directly to Caltrans HQ Budgets for processing and approval prior to MTC submittal of the request to Caltrans/CTC).
- CMA staff obtains policy board approval of proposed addition.
- CMA requests MTC concurrence for the new project by transmitting a letter to MTC P&A requesting the STIP Amendment with an explanation and justification of the need for the project along with a copy of the CMA Resolution approving the project, and the documentation listed above provided by the project sponsor:

Step 2 : MTC Review and Concurrence

- Once a complete request has been received, MTC P&A staff will place the request on the MTC Programming and Allocations Committee (PAC) meeting agenda for concurrence of major changes, or prepare a letter of concurrence for the Executive Director's signature for minor changes.
- Following approval by PAC and/or the Executive Director, MTC will sign Caltrans' Request for Time Extension form and send it with a Letter of Concurrence to Caltrans District 4 with a copy to the appropriate CMA. (District 4 will ensure that the request is copied to the appropriate contacts at Caltrans Headquarters and CTC.)

Major versus minor changes

- All major changes, including any requests to program a new project, will be presented to MTC's Programming and Allocations Committee (PAC) to determine MTC's concurrence. Major changes include:
 - request to program a new project (or delete a project)
 - schedule delay that affects air quality conformity analysis
 - project advance with reimbursement or replacement project per AB 3090
 - request to use Grant Anticipation Revenue Vehicle (GARVEE) financing
 - For minor changes, MTC staff may write a letter of concurrence for the Executive Director's signature. Minor changes include:
 - Extension requests for allocation, award, expenditure and reimbursement/project completion deadlines
 - schedule changes, except where change implies major cost or delivery ramifications
 - changes in implementing agency or project sponsor
 - changes to project budget that are less than 20% of the total project cost or less than \$1 million.
 - redirection of funds from one project component to another (e.g. from project engineering into environmental)
 - changes considered routine and not impacting project delivery
- * Amendments or extensions based on new federal or state requirements may need to go to MTC's PAC

Additional/Supplemental Funds

On occasion it may be necessary to provide additional 'Supplemental' funding to a project as a result of cost increases or revised cost estimates. There are several different processes to follow depending on where the project is within its delivery schedule. The various methods to add STIP funding to a project are as follow:

Biennial STIP Cycle: If additional funding is identified years before the actual allocation, the project sponsor may request the funding through the biennial STIP adoption process. This process is outlined in MTC's RTIP Policies and Application Procedures.

STIP Amendment: If additional funding is identified prior to the allocation of funds, but is required prior to the next biennial STIP adoption, a STIP amendment adding the funds to the project may be requested as outlined in the STIP Amendment procedures above. However, in most cases the additional funds could be added at the time of allocation, thus foregoing the STIP amendment process.

Additional Funds at Time of Allocation: Often the simplest way to add supplemental funds is at the time of allocation. The process is the same as the procedures outlined above for a time extension, except that instead of a "Request for Time Extension" form, a "Request for STIP Funding Allocation" form is used (located on the internet at: <http://www.dot.ca.gov/hq/LocalPrograms>). In such circumstances, Caltrans does not have delegated allocation authority to allocate unprogrammed funds for a project, and therefore the additional funding must be approved by the CTC.

Additional Funds After Allocation: It may be necessary to seek additional funds after an allocation, either to award the project or due to unforeseen cost increases while the project is under construction. In either case, an analysis should be performed to determine whether re-engineering could achieve cost reductions to accommodate the increase. If additional funds are still necessary, a funding source outside the STIP should be pursued prior to seeking additional STIP funding. If it is determined that additional STIP funds are needed, then the project sponsor should proceed as with the procedures outlined for "Additional Funds at Time of Allocation". It should be noted that once the funds are allocated, the project sponsor does not have the option to add the funds through a STIP amendment since the CTC does not allow amendments to change the programming for a given component after the funds have been allocated.

Allocation of Funds

Project sponsors request an allocation of funds directly to Caltrans, with Caltrans either allocating the funds under its delegated allocation authority or placing the request on the CTC Agenda for approval. In either case, the completed request package is due to Caltrans 60 days prior to the anticipated allocation of funds. In general MTC is not involved with the allocation process, however, under a few circumstances MTC concurrence is required as noted below:

Local Road Rehabilitation Projects: Allocation of funds for local road rehabilitation projects requires certification from MTC. Project sponsors should submit the "Pavement Management System Certification" form with the "Local Road Rehabilitation Project Certification" form attached (both found on the internet at: <http://www.dot.ca.gov/hq/LocalPrograms/lam/forms/locgrnt.htm>) directly to MTC for signature. MTC will then transmit the signed form to Caltrans District 4 – Local Programs. All other allocation request documentation should be sent directly to Caltrans District 4 – Local Programs.

Allocation of State-Only Funds : MTC concurs with all State-Only Funds allocations that are listed in the STIP as State-Only.

Funds Allocated Differently than Programmed: In some instances it may be necessary to allocate funds differently from what is programmed in the STIP. These situations generally still require MTC concurrence. Fortunately a STIP amendment may not be required, and the funding may be revised at the time of the allocation, thus avoiding the long STIP amendment process. However, A TIP amendment is still required if federal funds are involved. Changes that are allowed at the time of allocation are noted below, however, project sponsors should consult with Caltrans District 4 Local Programs, the CMA and/or MTC to determine whether a change at the time of allocation is permissible before preparing the allocation request.

- Change in implementing agency
- Cost savings (allocation less than program amount)
- Redirection of funds among project components or phases within the project as long as total STIP funding is not increased.
- Advancement of funding from future years (transit projects with funds to be transferred to FTA require a TIP amendment to advance funds)
- Change in funding type (a change to state-only funding requires approval from Caltrans with their "State-Only Funding Request Exception" form if the project type is not on the pre-approved state-only eligible funding list).

STP/CMAQ/TEA Match Reserve: Project sponsors must work with the applicable CMA/TA to obtain programming approval for STP/CMAQ/TEA match made available in the STIP. The CMA develops a countywide list for the use of the reserved funds and submits the list to MTC, who in turns provides Caltrans with the region-wide Match Program. Any deviation from this program, whether in the funding amount, project sponsor, or funding year, requires the CMA to resubmit an updated plan for the county to MTC. Caltrans cannot allocate the matching funds if they are inconsistent with the approved STIP - STP/CMAQ/TEA Match Program.

Funds allocated as programmed in the STIP: The allocation of funds as they are programmed in the STIP and TIP do not involve MTC, other than as noted previously. Project sponsors work directly with Caltrans District 4 local programs in obtaining the allocation.

Important Tip: Although some minor changes in the allocation of funds may not require a full STIP amendment, most changes still require MTC concurrence, and possibly a TIP amendment and may even require a vote of the CTC rather than a simple Caltrans delegated allocation approval. Project sponsors are encouraged to consult with the CMA, and Caltrans District 4 prior to preparing any allocation request, to ensure sufficient time is allowed for processing the allocation request, particularly toward the end of the year when the Timely Use of Funds provisions of SB 45 are of critical concern.

Timeline for STIP Amendment/Extension Approval

Completed documentation requesting MTC concurrence must be received by MTC staff no later than the first day of the month prior to the month in which the request will be heard by the Programming and Allocations Committee (PAC). (For example, requests received by January 1 will be reviewed at the February PAC meeting). Subsequently, requests with completed documentation and MTC concurrence must be submitted to the Caltrans District Office 60 to 90 days prior to the CTC meeting where the item will be considered. Therefore, requests for concurrence need to be submitted to MTC generally 150 days prior to CTC action for STIP Amendments and 120 days prior to CTC action for extensions.

For example, a STIP amendment request to delay funding in the next fiscal year is due to MTC by January 1, so it may be approved at the February PAC Meeting, and then submitted to Caltrans in time for the 60-day due date of March 2, so it may be noticed at the May 2 CTC meeting for action at the June 6 CTC meeting.

Important Tip: The CTC will not amend the STIP to delete or change the funding for any project component after the beginning of the fiscal year in which the funding is programmed. Therefore, all amendments to delay a project component must be approved by the CTC by the June meeting in the year prior to the programmed year of funding. To meet this deadline, amendments to delay delivery must be submitted to MTC no later than January 1 of the fiscal year prior to the fiscal year of the funding subject to delay.

A due date schedule is prepared each year for the submittal of STIP requests. This schedule is posted on the internet at: <http://www.mtc.ca.gov/funding.htm>

STIP Amendment Form/TIP Amendment Form

The forms necessary to initiate the STIP Amendment process may be downloaded from the MTC website at: <http://www.mtc.ca.gov/funding.htm>

Contacts for STIP amendments/extensions:

Name	Area	Phone	Email
Kenneth Folan	STIP	510.817.5804	kfolan@mtc.ca.gov
Ross McKeown	STIP	510.817.5842	rmckeown@mtc.ca.gov
Raymond Odunlami	TIP Amendments	510.817.5799	rodunlami@mtc.ca.gov



DATE: September 20, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Daryl K. Halls, Executive Director
SUBJECT: MTC's T-2030 Plan – Review of "Calls to Action" Proposals

Background:

The Metropolitan Transportation Commission (MTC), as the federally designated metropolitan planning organization (MPO) for the nine County Bay Area, is required to develop and/or update its regional transportation plan based on a variety of factors every four years. The recent passage of the federal reauthorization bill titled, "Safe, Accountable, Flexible, Efficient Transportation Equity Act: a Legacy for Users" (SAFETEA-LU), amended this requirement from three to four years.

In 2005, MTC adopted its most recent update of the regional transportation plan, titled "Transportation 2030". Transportation 2030 (T-2030) outlines specific "Calls to Action" for each of the 14 areas listed within T-2030. These "Calls to Action" focus on the following areas:

1. Road maintenance
2. Transit maintenance
3. State highway maintenance
4. Regional operations programs
5. Air quality
6. Broadening access to mobility
7. Providing lifeline transportation
8. Bicycle and pedestrian programs
9. Seamless transit
10. Land use
11. Safety
12. High-occupancy/toll lanes
13. Resolution 3434
14. Goods movement

Discussion:

Beginning this month, MTC staff has approached the Bay Area Partnership Board regarding the development of a prioritized work plan for MTC and the region. Attached for review and comment is a draft work plan that sets out a list of specific new and ongoing efforts for specified "Calls to Action" that MTC staff has identified as high priority based on timeliness, likelihood of success, and the level of interest by the public and decision

makers. This item is scheduled to be agendized for review and discussion by the Bay Area Partnership Board on October 3rd and by the MTC's Planning and Operations Committee on October 15th. Based on initial review, STA staff is recommending the following proposed amendments be made to the list of T-2030 "Calls to Action – High Priority Action Items."

Road maintenance

STA staff proposed amendment:

1. Delete the following – ~~*Condition funds—Condition funding for road rehabilitation on implementation of freeway ramp metering program*~~
2. Add the following - **Restore Corridor Management as a regional priority in the next RTP update and consider condition funding for corridor management on implementation of freeway ramp metering program.**

Lifeline

STA staff proposed new initiative amendment:

1. Add the following - **Dedicate regional funding to CMAs to cover the costs for administration of the new Lifeline Program and to monitor the implementation of Lifeline funded projects and programs.**

Land Use

Proposed new initiative by MTC staff:

Provide more land use planning funds-Expand Station Area Planning Program based on results of pilot program.

STA staff proposed amendment:

1. Add the following – *Ensure provision of more land use planning funds to expand the Station Area Planning Program does not result in a reduction of regional funds being allocated for maintenance of local streets and roads, maintenance of transit, and CMA planning activities.*

State Highway Maintenance

STA staff proposed amendment:

1. Delete the following – ~~*Trim the STIP to support the SHOPP.*~~

Recommendation:

Forward a recommendation to the STA Board authorizing the Executive Director to transmit a letter requesting amendments to MTC's Transportation 2030 Calls to Action – High Priority Action Items and Work Plan as specified.

Attachment:

- A. MTC Memo dated September 19, 2005, Transportation 2030 Calls to Action – High Priority Action Items and Work Plan



METROPOLITAN
TRANSPORTATION
COMMISSION

Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
Tel: 510.464.7700
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Memorandum

TO: Partnership TAC

DATE: September 19, 2005

FR: Doug Kimsey and Lisa Klein

W. I.

RE: Transportation 2030 Calls to Action – High Priority Action Items and Work Plan

MTC's recently adopted Transportation 2030 Plan outlines specific "Calls to Action" that MTC and partner agencies should take to advance transportation projects, programs and policies in support of the region's goals and investment strategies. MTC is currently reviewing the status of these Calls to Action and identifying high priority action items for a work plan to be pursued by MTC and partner transportation agencies.

The Transportation 2030 Calls to Action are offered for each of 14 investment areas listed below. The Calls to Action range from revising regional policies to pursuing new funding sources and seeking legislative solutions:

Road maintenance	Bicycle and pedestrian programs
Transit maintenance	Seamless transit
State highway maintenance	Land use
Regional operations programs	Safety
Air quality	High-occupancy/toll lanes
Broadening access to mobility	Resolution 3434
Providing lifeline transportation	Goods movement

As it is now roughly six months since the adoption of the Transportation 2030, the time is ripe to review the Calls to Action and develop a prioritized work plan for MTC and its partner agencies. Attachment A sets forth such a work plan by identifying continuing and new initiatives for those Calls to Action that we believe to be high priority based on timeliness, likelihood of success and level of interest by the public and decision makers. The work plan is drawn from the information shown in Attachment B, which catalogs achievements to date and remaining work to do for each of the Transportation 2030 Calls to Action.

We welcome any comments or questions you may have on the work plan. MTC staff plan to review these materials with the Partnership Board in late September and with MTC's Planning and Operations Committee on October 15, 2005.

Attachment A

Transportation 2030 Calls to Action

High Priority Action Items

Work Underway

New Initiatives

Road Maintenance	
<ul style="list-style-type: none"> Condition funds – Review proposed hybrid formula for allocating 3rd Cycle STP/CMAQ Program to local road maintenance <i>Summer 2005 (Partnership, MTC)</i> Condition funds – Review proposed new allocation formula for local road maintenance for next RTP update <i>(Partnership, MTC)</i> Strengthen Prop. 42 – Secure Prop. 42 payback and enact legislation to prevent future suspension <i>(Partnership)</i> 	<ul style="list-style-type: none"> Condition funds – Condition funding for road rehabilitation on implementation of freeway ramp metering program <i>(Partnership, MTC)</i>
Transit Maintenance	
<ul style="list-style-type: none"> Condition funds – Consider transit maintenance funding allocation formula based on ridership and revenue generation for \$190 million in additional FTA Section 5307 funds <i>Summer 2005 (Partnership, MTC)</i> 	<ul style="list-style-type: none"> Extend useful life – Set aside resources to update and enhance transit capital needs inventory and develop software to track “State of Ideal Repair” <i>Summer 2005 (MTC, transit operators)</i>
Improve Regional Operations Programs	
<ul style="list-style-type: none"> Regional ramp metering – Complete implementation on I-580 in the Tri-Valley and US 101 in San Mateo <i>(Caltrans, MTC & local jurisdictions)</i> 	<ul style="list-style-type: none"> Regional ramp metering – Explore opportunities in conjunction with I-680 Smart Carpool Project over Sunol Grade <i>(Caltrans, MTC & local jurisdictions)</i> Clear incidents – Implement recommendations to improve incident management when review is complete <i>(CHP, Caltrans & MTC)</i> Complete instrumentation of the freeway for incident response – Development and implementation of freeway instrumentation projects to be funded through state commitment <i>(MTC & Caltrans)</i>
Access to Mobility	
	<ul style="list-style-type: none"> Enhance local demographic information – Amend SRTP guidelines to include standards for operators to collect demographic information on access to mobility <i>(MTC & transit operators)</i> Enhanced use of taxis – Sponsor planning study and pilot programs to test innovative use of taxi services <i>(MTC, transit operators & taxi companies)</i>
Lifeline	
<ul style="list-style-type: none"> Finish what’s been started – Complete remaining Community Based Transportation Plans (CBTPs) by 2007 <i>(CMAs)</i> Target new Lifeline funds– CMAs to program new Lifeline funds in 2006 <i>(MTC & CMAs)</i> 	<ul style="list-style-type: none"> Put local dollars to work – Seek additional funding for projects identified in CBTPs <i>(CMAs & transit operators)</i>
Lifeline cont.	
<ul style="list-style-type: none"> Target new Lifeline funds – Leverage funds in existing sales tax measures and encourage new measures to set aside funding for CBTP recommendations <i>(CMAs)</i> 	

Work Underway

New Initiatives

Lifeline cont.	
<ul style="list-style-type: none"> • Put local dollars to work – Encourage CMAs to continue active engagement with community stakeholders (CMAs) • Make the land use connection– Monitor county HIP programs with respect to incentives for low-income housing (MTC, CMAs, local jurisdictions & transit operators) • Make the land use connection – Ensure that local agencies adopt local area plans that include policies for low-income housing, as required by TOD policy (MTC & CMAs) 	
Bicycle and Pedestrian	
<ul style="list-style-type: none"> • Routine accommodation – Complete study of routine accommodation of non-motorized mobility needs and articulate next steps (MTC, CMAs & Caltrans) 	<ul style="list-style-type: none"> • Develop more comprehensive data – Outreach and education campaign in conjunction with release of the bicycle and pedestrian collision analysis handbook (MTC)
Seamless Transit	
<ul style="list-style-type: none"> • Implement TransLink® – Support full TransLink® roll out through completion (TransLink® Consortium) • Establish a system of regional hubs – Complete Phase 2 of Transit Connectivity Study End of 2005 (MTC & transit operators) • Transit consolidation – RM2 Regional Rail Plan will assess rail operator governance issues Summer 2005 (BART, Caltrain & MTC) 	<ul style="list-style-type: none"> • Improve customer information – Develop architecture for assembling real time transit information from operators in 511 and expand coverage (MTC & transit operators) • Transit consolidation – Develop and implement institutional and/or functional consolidation recommendations (Operators, MTC) • Transit consolidation – Support Solano County's efforts at consolidation, as appropriate (Operators, MTC)
Land Use	
<ul style="list-style-type: none"> • TOD policy – Continue station area planning efforts and corridor planning (MTC, ABAG, transit operators & local jurisdictions) • TOD policy – Complete TOD study End of 2005 (MTC) • Provide more land use planning funds – Evaluate pilot Station Area Planning Program (MTC) • Provide more land use planning funds – Evaluate first three years of T-PLUS program and consider renewal (MTC, CMAs) • Create smarter suburbs – Identify funding source to direct some Station Area Planning grants to suburban communities (e.g., eastern Contra Costa County, Sonoma and Marin counties) (MTC) • Create smarter suburbs – Partner with CMAs to develop county-level TLC programs partly aimed at suburban communities (MTC, CMAs) 	<ul style="list-style-type: none"> • TOD policy – Develop TOD training and education program (MTC, ABAG, transit operators & local jurisdictions) • Provide more land use planning funds – Expand Station Area Planning Program based on results of pilot program (MTC)

Work Underway

New Initiatives

Land Use cont.	
<ul style="list-style-type: none"> Joint interregional planning projects – Complete interregional planning studies and identify next steps (MTC, ABAG, MCOG, SJCOG, SACOG & affected CMAs) 	
Safety	
<ul style="list-style-type: none"> Complete seismic retrofit – Assess seismic strengthening need for Dumbarton and Antioch toll bridges (MTC & Caltrans) Coordinate security efforts – Integrate regional transit security with overall urban security strategy (MTC, California OHS & transit operators) 	<ul style="list-style-type: none"> Complete seismic retrofit – Secure additional funding for BART system seismic retrofit (MTC and BART) Complete seismic retrofit – Implement AB 144, including administration, contracting and financial transitions (BATA, Caltrans) Increase federal homeland security funding – Advocate for more funding for transit security and direct funding by need instead of formula (MTC & transit operators)
HOT Lanes	
<ul style="list-style-type: none"> HOT legislation – Monitor state and federal legislative efforts affecting HOT lanes (MTC & CMAs) Try before we buy – Complete environmental studies for two HOT lanes demonstration projects in Santa Clara County (VTA) 	<ul style="list-style-type: none"> Try before we buy – Initiate regional HOT lane analysis later this year (MTC & Caltrans) Try before we buy – Refine designs for local HOT lanes based on experience in Minneapolis (MTC, Caltrans & CMAs)
Resolution 3434	
<ul style="list-style-type: none"> TOD policy – Continue station area planning efforts and corridor planning (MTC, ABAG, CMAs, transit operators & local agencies) Support Prop. 43 retention – Secure Prop. 42 payback and enact legislation to prevent future suspension (Partnership) Robust earmarks – Continue to support Resolution 3434 earmark requests in annual appropriations cycles (MTC & transit operators) 	
Goods Movement	
<ul style="list-style-type: none"> I-880 corridor improvements and maritime projects – Coordinate with BTH on state Goods Movement Action Plan (MTC, Port of Oakland, EDAB) 	<ul style="list-style-type: none"> I-880 corridor improvements – Pursue earmark for ITS/freight project in I-880 corridor and advocate for projects in SB 1024 (MTC & Port of Oakland, Bay Area World Trade Center) Options to expand capacity in I-580 – Work with Port of Oakland and San Joaquin COG on short haul railroad implementation plan (MTC, Port of Oakland, SJCOG) I-880 and I-580 corridor improvements – Establish local Freight Advisory Board to address various goods movement issues (MTC, Partnership) I-880 and I-580 corridor improvements – Work with West Coast Corridor Coalition to take advantage of new programs and flexibility in reauthorization (MTC, Partnership)

Attachment B

Transportation 2030 Calls to Action Status

Transportation 2030 Calls to Action		Achievements to Date		Work Still to Do		Chance of Success	Resulting Regional Priority	Lead Partnership Role / MTC Section
Road Maintenance								
1) <i>Condition funds</i> Fix roads shortfall formula so it does not rely solely on maintenance shortfall	<ul style="list-style-type: none">Local Streets and Roads (LS&R) Committee proposed new allocation formula based on population, mileage, arterial-collector shortfall. Includes performance-based, off-the-top incentive for local jurisdictions.LS&R Committee proposed hybrid allocation formula for 3rd Cycle STP/CMAQ program	<ul style="list-style-type: none">Review of proposed hybrid formula for 3rd Cycle STP/CMAQ ProgramReview of proposed new allocation formula for next RTP updateConsider conditioning funding for road rehabilitation on implementation of freeway ramp metering program	High	High	Partnership LS&R Committee & PTAC MTC BHO & P&A			
2) <i>Devote more sales tax</i> Increase share	<ul style="list-style-type: none">Seven of nine counties now have current transportation sales taxes	<ul style="list-style-type: none">Solano and Napa now considering new sales tax for 2005 or 2006 (Solano prior sales tax devoted about 25% Napa prior sales tax devoted about 36%)Little for MTC to do directly at this time	Medium	Low – not much for MTC or partners to weigh in on	CMAs MTC Planning			
3) <i>Self-help for every county</i> new transportation sales taxes								
4) <i>Strengthen Prop. 42</i> Limit suspension	<ul style="list-style-type: none">Governor's proposed \$1.3 billion in fiscal year 05-06 first step in right directionVarious legislative fixes in the works – requires constitutional amendmentIncluded in MTC Legislative Program	<ul style="list-style-type: none">Secure payback for funds borrowed in prior fiscal yearsEnact legislation to prevent future suspension	Medium	High – continue legislative program priority	Partnership Leg Committee MTC LPA			

Transportation 2030 Calls to Action		Achievements to Date		Work Still to Do		Chance of Success	Resulting Regional Priority	Lead Partnership Role/ MTC Section
Transit Maintenance								
1) <i>Condition funds</i> Change funding policies to encourage agencies to invest adequately in rehabilitation	<ul style="list-style-type: none">10% of FTA formula funds set aside for distribution based on ridership and revenue generation	<ul style="list-style-type: none">Consider formula based on ridership and revenue generation for \$170 million in additional FTA Section 5307 funds (summer 2005)	High	Medium –	Partnership Transit Finance Committee & PTAC MTC P&A			
2) <i>Extend useful life</i> Longer vehicle replacement life	<ul style="list-style-type: none">Exploring new capital needs model, “State of Ideal Repair”, which considers capital needs to support system reliability and bases asset replacement on use and ageSeven of nine counties now have current transportation sales taxes	<ul style="list-style-type: none">Set aside resources to update and enhance capital needs inventory and develop software to track “State of Ideal Repair”	High	High	Partnership Transit Finance Committee & PTAC MTC P&A			
3) <i>Devote more sales tax</i> Increase share	<ul style="list-style-type: none">Seven of nine counties now have current transportation sales taxes	<ul style="list-style-type: none">Only Solano and Napa have new sales tax measures; neither operator has significant shortfall per T-2030As existing sales taxes come up for renewal in the future, advocate transit maintenance	Medium	Low – not much for MTC or partners to weigh in on	CMAs MTC Planning			
4) <i>Transit consolidation</i>	<ul style="list-style-type: none">Commission direction to look at institutional and functional consolidation of existing and future commuter rail services in RM2 Regional Rail PlanCommission support for East Bay Suburban Bus Efficiency StudySolano County initiating consolidation discussion	<ul style="list-style-type: none">RM2 Regional Rail Plan will assess rail operator governance issues (summer 2005)Develop and implement institutional and/or functional consolidation recommendationsSupport Solano County’s effort,as appropriate	Medium	High – Commission priority	Affected transit agencies BART, Caltrain, and MTC for RM 2 Regional Rail study MTC Planning and P&A			
5) <i>Additional sales tax for BART</i>	<ul style="list-style-type: none">None to dateBudget woes trump all else; likely fare increase/service reductions first order of business	<ul style="list-style-type: none">No opportunities likely in the near future	Low – at this time	Low – not ready at this time	BART MTC P&A			

Transportation 2030 Calls to Action		Achievements to Date		Work Still to Do		Chance of Success	Resulting Regional Priority	Lead Partnership Role/ MTC Section
State Highway Maintenance								
1) Index gas tax	<ul style="list-style-type: none">Included in MTC Legislative Program	<ul style="list-style-type: none">No action likely due to lack of legislative interest	Low	Low – little legislative interest	Partnership Leg Committee MTC LPA			
2) Increase truck weight fees	<ul style="list-style-type: none">None to date	<ul style="list-style-type: none">No action likely due to lack of legislative interest	Low	Low – little legislative interest	Partnership Leg Committee MTC LPA			
3) Trim the STIP to support the SHOPP Direct more State Highway funds into SHOPP	<ul style="list-style-type: none">2006 STIP and SHOPP estimates to be adopted in August. Expect to see growth in SHOPP compared to 2004. (summer 2005)	<ul style="list-style-type: none">If actual State Highway Account revenues exceed estimates, advocate for proportional share to SHOPP	High	Medium – discussion now on 2006 policies	Partnership Board & PTAC MTC P&A			

Transportation 2030 Calls to Action		Achievements to Date		Work Still to Do		Chance of Success	Resulting Regional Priority	Lead Partnership Role/ MTC Section
Improve Regional Operations Programs								
1) Increase vehicle registration fees for incident management	<ul style="list-style-type: none">Several counties pursuing their own fee increases for local traffic mitigation among other purposes (Marin, Napa, Alameda, Contra Costa, Santa Clara, San Mateo)Included in Legislative Program	<ul style="list-style-type: none">Discussion on region-wide fee not likely since fee is being pursued on county-by-county basis	<ul style="list-style-type: none">Low – regional feeHigh – county fees	<ul style="list-style-type: none">Low – counties pursuing their own initiatives	MTC & CMAs MTC LPA			
	2) Complete instrumentation of the freeway for incident response	<ul style="list-style-type: none">Regional funds dedicated to CCTV upgrades for first two yearsState has indicated commitment to provide \$40 million a year for system to improve incident detection and response (subject to CTC action, fall 2005)	<ul style="list-style-type: none">Develop and implement projects to be funded through state commitment	<ul style="list-style-type: none">High	<ul style="list-style-type: none">Medium – maintain current level of effort	MTC & Caltrans MTC BHO & TCI		
3) Regional ramp metering	<ul style="list-style-type: none">Implemented metering at Route 237/I-880 interchangeStudies complete and implementation underway on I-580 in Livermore and US 101 in southern San Mateo County	<ul style="list-style-type: none">Complete implementation on I-580 in the Tri-Valley and US 101 in San MateoExplore opportunities in conjunction with I-680 Smart Carpool Project over Sunol Grade	<ul style="list-style-type: none">High – Livermore and San Mateo CountyMedium – other areas	<ul style="list-style-type: none">High – renewed interest	Caltrans, MTC & local jurisdictions MTC BHO			
4) Improve arterial operations	<ul style="list-style-type: none">T-2030 commits to 3 more years of regional fundingOngoing work with Smart Corridors Task Force	<ul style="list-style-type: none">Develop long-term funding plan and commitment by local jurisdictions for re-timing signalsSmart Corridors Task Force developing long term funding proposal for next RTP update	<ul style="list-style-type: none">Low	<ul style="list-style-type: none">Medium – locals to fund their own programs after 3 years	MTC & local jurisdictions MTC BHO			
5) Clear incidents Improve communications	<ul style="list-style-type: none">Creating communications gateway for CHP to communicate with four north bay counties in event of a major collision or security incidentIncident management procedures review underwayCHP implemented CLEAR program with increased motorcycle patrols on I-80.	<ul style="list-style-type: none">Review gateway communications program and, if successful, expandImplement recommendations to improve incident management when review is complete	<ul style="list-style-type: none">High	<ul style="list-style-type: none">High – maintain current level of effort	CHP, Caltrans & MTC MTC BHO & LPA			

Transportation 2030 Calls to Action		Achievements to Date		Work Still to Do		Chance of Success	Resulting Regional Priority	Lead Partnership Role/ MTC Section
Air Quality								
1) Spare the Air Program 2) Car scrappage 3) Auto catalytic converter retrofit 4) Retrofit buses and heavy duty vehicles to reduce particulate matter		<ul style="list-style-type: none"> \$1M/yr funding to air district for Spare the Air Commission adopted \$20M Clean Air in Motion program over two years. Program including funding for Free Transit on Spare the Air days, car scrappage and auto catalytic converter retrofit Implementing \$17M PM bus retrofit with operators and Air District over two years 		<ul style="list-style-type: none"> Work with Air District to identify funding strategies for other transportation emissions reduction programs Develop program strategy with CARB to implement catalytic converter retrofit Develop other programs as appropriate to demonstrate attainment of federal/state standards 		Medium	Medium – continue ongoing coordination with Air District and CARB	BAAQMD, MTC & transit operators MTC Planning

Transportation 2030 Calls to Action	Achievements to Date	Work Still to Do	Chance of Success	Resulting Regional Priority	Lead Partnership Role/ MTC Section
Access to Mobility					
1) Remove state-imposed barriers to coordinated programs	<ul style="list-style-type: none">MTC supports SB 20 as amended; bill would extend California's pilot Low-Cost Auto Insurance ProgramIncluded in MTC's 2005 Legislative Program to identify new funding sources for transit operations	<ul style="list-style-type: none">Little for MTC to do at this time. Not able to move forward due to lack of state support.	Low	Low – continue ongoing effort as opportunities arise	Partnership Leg Committee MTC LPA & Planning
2) Loosen Medicaid restrictions Allow non-emergency trips	<ul style="list-style-type: none">TLC/HIP guidelines revised to recognize importance of accessibilityNew TLC projects programmed fall 2004. New HIP projects programmed summer 2005	<ul style="list-style-type: none">Seek EDAC guidance on specific barriers to be examined further through TLC/HIP design review	High	Medium – continue ongoing effort	MTC, CMAs & local jurisdictions MTC Planning
3) Fine-tune TLC and HIP Address mobility barriers	<ul style="list-style-type: none">Station Area Plan Program guidelines and Regional Bike and Pedestrian Program criteria reflect importance of accessibility. Station Area Plan Program guidelines require development of pedestrian-oriented design standards and policies, which would address accessible paths of travelRegional Pedestrian Districts planning effort focuses on pedestrian access to transit and will reflect importance of accessibility	<ul style="list-style-type: none">With local jurisdictions and CMAs, review Station Area Planning efforts to ensure they include pedestrian-oriented design standardsImplement recommendations from the Regional Pedestrian Districts planning effort	High	Medium – continue ongoing effort	MTC, CMAs & local jurisdictions MTC Planning
4) Think beyond the bike Make paths of travel to fixed-route transit accessible	<ul style="list-style-type: none">MTC preparing a report that will profile demographic information and travel characteristics for Bay Area seniors, youth, disabled and low-income residents	<ul style="list-style-type: none">Amend SRTP guidelines to include standards for operators to collect demographic information	High	High	MTC & transit operators MTC Planning
5) Enhance local demographic information	<ul style="list-style-type: none">Taxi symposium in May 2005Marin County stakeholder meeting	<ul style="list-style-type: none">Sponsor follow-up planning study and pilot programs to test innovative use of taxi services	Medium	High	MTC, transit operators, taxi companies & social service agencies MTC Planning
6) Identify strategies for enhanced use of taxis					

Page 7

Transportation 2030 Calls to Action	Achievements to Date	Work Still to Do	Chance of Success	Resulting Regional Priority	Lead Partnership Role/ MTC Section
Lifeline					
1) <i>Finish what's been started</i> Complete Community-based Transportation Plans	<ul style="list-style-type: none">5 plans completed5 additional plans underwayLeadership transitioned to CMAs	<ul style="list-style-type: none">Complete CBTPs by 2007Seek additional funding for projects identified in CBTPs	High	High – continue ongoing effort	CMAs & transit operators MTC Planning
2) <i>Target new Lifeline funding</i>	<ul style="list-style-type: none">Lifeline transitioning to CMAsGuidelines for CMA programsLifeline “bridge” funding to be allocated through CMAs	<ul style="list-style-type: none">CMAs to program new Lifeline funds in 2006	High	High – continue ongoing effort	MTC & CMAs MTC Planning and P&A
3) <i>Put local dollars to work</i> Ensure that strategies to address needs are included in local sales tax programs and other efforts	<ul style="list-style-type: none">Completed CBTPs identify needsCMAs to take ownership of CBTPsLifeline “bridge” funding to be allocated through CMAs	<ul style="list-style-type: none">Complete CBTPs by 2007Leverage funds in existing sales tax measures and encourage new measures to set aside funding for CBTP recommendationsEncourage CMAs to engage with community stakeholders	Medium	High – continue ongoing effort	CMAs & transit operators MTC Planning
4) <i>Increase JARC funding</i>	<ul style="list-style-type: none">Included in Legislative ProgramHouse and Senate reauthorization bills would increase funding levelProposal to make JARC program formula-based under consideration by the Conference Committee	<ul style="list-style-type: none">Little to do while discussions continue on reauthorization	High	Medium – continue ongoing effort	MTC, local jurisdictions & social service agencies MTC LPA
5) <i>Make the land-use connection</i>	<ul style="list-style-type: none">TOD policy includes incentive for “below-market” housing (50% bonus toward corridor threshold)HIP call for projects includes affordable housing incentivesEvaluation criteria include consideration if TLC project is located in a community of concern	<ul style="list-style-type: none">Ensure that local agencies adopt local area plans that include policies for low-income housing, as required by TOD policyMonitor county HIP programs with respect to incentives	High	High – continue ongoing effort	MTC, CMAs, local jurisdictions & transit operators MTC Planning
6) <i>Identify strategies to increase access to autos</i>	<ul style="list-style-type: none">CBTP transportation solutions include auto-oriented strategiesMTC supports SB 20 as amended; bill would extend California’s pilot Low-Cost Auto Insurance ProgramLiterature review underway	<ul style="list-style-type: none">Evaluate existing programs nationwideHost a workshop or symposium to strategize about opportunities to improve access to autosImplement pilot project to improve access to autos	Medium	Medium	MTC, CMAs

Transportation 2030 Calls to Action		Achievements to Date		Work Still to Do	Chance of Success	Resulting Regional Priority	Lead Partnership Role/ MTC Section
Bicycle & Pedestrian							
1) Routine accommodation	<ul style="list-style-type: none">MTC initiating study of implementation by Caltrans and local jurisdictions (summer 2005)RTIP funding policies reference routine accommodationTIP and RTIP web-based application includes checklist to screen for routine accommodation	<ul style="list-style-type: none">Senate reauthorization bill includes additional fundingMTC helping TALC/EBBC implement \$20M RM2 Safe Routes to Transit Program	<ul style="list-style-type: none">Complete study of routine accommodation and articulate next steps	Medium	High – continue ongoing effort	MTC, CMAs & Caltrans	MTC Planning and P&A
2) Support Safe Routes to School	<ul style="list-style-type: none">Most new sales tax measures in 2004 included higher levels for bike/pedestrian projectsRegional bike/pedestrian program provides credit for counties with substantial sales tax proceeds for bike/pedestrian projects	<ul style="list-style-type: none">Continue to support Caltrans' current Safe Routes to School Program	<ul style="list-style-type: none">Encourage Solano and Napa counties to consider sales tax funding share for	High	Medium – continue ongoing effort	MTC & CMAs	MTC Planning and LPA
3) Increase sales tax funding for bicyclists and pedestrians	<ul style="list-style-type: none">Continues to be TLC eligible; several projects fundedMany CMAs have indicated that local TLC funds will go to bike and pedestrian projects	<ul style="list-style-type: none">MTC SafetyTAP program reviewed data collection and analysis by select jurisdictionsCollision Analysis Task Force developing handbookMTC bicycle and pedestrian count program in operation for 4th yearCalifornia Pedestrian Committee reviewing SWITRS reporting procedures	<ul style="list-style-type: none">Outreach and education campaign in conjunction with release of the collision analysis handbook	Medium	Low – little to do at this time	CMAs	MTC Planning
4) TLC for bicyclists and pedestrians	<ul style="list-style-type: none">MTC SafetyTAP program reviewed data collection and analysis by select jurisdictionsCollision Analysis Task Force developing handbookMTC bicycle and pedestrian count program in operation for 4th yearCalifornia Pedestrian Committee reviewing SWITRS reporting procedures	<ul style="list-style-type: none">Continue to monitor and assess what share of TLC funds are going to improvements serving cyclists and pedestrians	<ul style="list-style-type: none">Encourage Solano and Napa counties to consider sales tax funding share for	Medium	Low – monitor ongoing effort	MTC & CMAs	MTC Planning
5) Develop more comprehensive data on walking and bicycling levels and safety	<ul style="list-style-type: none">Continue to monitor and assess what share of TLC funds are going to improvements serving cyclists and pedestrians	<ul style="list-style-type: none">Outreach and education campaign in conjunction with release of the collision analysis handbook	<ul style="list-style-type: none">Continue to monitor and assess what share of TLC funds are going to improvements serving cyclists and pedestrians	Medium	High – continue ongoing effort	MTC	

Transportation 2030 Calls to Action		Achievements to Date		Work Still to Do		Chance of Success	Resulting Regional Priority	Lead Partnership Role/ MTC Section
Seamless Transit								
1) Full TransLink® implementation	<ul style="list-style-type: none">Full roll out proceeding, slowly	<ul style="list-style-type: none">Continue to support full roll out through completion	High	High – continue ongoing effort	TransLink® Consortium MTC TCI			
	<ul style="list-style-type: none">Completed 1st Phase of Transit Connectivity study – identified key hubsFirst round of RM 2 real time transit information funding completeReal time information for Muni light rail available on 511	<ul style="list-style-type: none">Complete Phase 2 of Transit Connectivity Study – confirm hubs; identify hub improvements, traveler information needs, and “last mile “ gaps; develop guidelines for regional way-finding signageDevelop implementation plan and identify funding for Connectivity Study recommendationsDevelop architecture for assembling real time transit information from operators in 511 and expand coverage	High	High – continue ongoing effort	MTC & transit operators MTC Planning and TCI			
4) Transit consolidation	<ul style="list-style-type: none">Commission direction to look at institutional and functional consolidation of existing and future commuter rail services in RM2 Regional Rail PlanEast County consolidation study underwaySolano County initiating consolidation discussion	<ul style="list-style-type: none">RM2 Regional Rail Plan will assess rail operator governance issues (summer 2005)Develop and implement East County institutional and/or functional consolidation recommendationsSupport Solano County’s effort as appropriate	Medium	High – Commission priority	Affected transit agencies BART, Caltrans & MTC for RM 2 Regional Rail study MTC Executive Office (Ann) & Planning			

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Transportation 2030 Calls to Action	Achievements to Date	Work Still to Do	Chance of Success	Resulting Regional Priority	Lead Partnership Role/ MTC Section
Land Use					
1) TOD Policy Condition transit funds on supportive land use	<ul style="list-style-type: none">TOD study data and case studies on current and projected land uses around Res. 3434 stationsTOD policy adopted summer 2005	<ul style="list-style-type: none">Complete TOD studyContinue work with transit operators, local jurisdictions on station area and corridor planning	High	High – continue ongoing effort	MTC, ABAG, CMAs, transit operators, local agencies MTC Planning
2) Provide more land use planning funds	<ul style="list-style-type: none">TLC planning cycle in 2005\$2.5M pilot Station Area Plan funding program launch summer 3005 for select Res. 3434 projectsT-PLUS funding to CMAs	<ul style="list-style-type: none">Evaluate and potentially expand future Station Planning programEvaluate first three years of T-PLUS program; consider renewal	High	High - MTC, CMAs, transit operators, local agencies	MTC, ABAG, CMAs, transit operators, local agencies MTC Planning
3) Create smarter suburbs	<ul style="list-style-type: none">Several CMAs using T-PLUS program to look at land use beyond Res. 3434 extension corridorsMTC, ABAG, STA and SACOG applied for grant to study concept along the I-80 corridor	<ul style="list-style-type: none">Identify funding source to direct some station area planning grants to suburban communities (e.g., eastern Contra Costa, Sonoma and Marin counties)Partner with CMAs to develop county-level TLC programs partly aimed at suburban communities	Medium	High - MTC, CMAs, transit operators, local agencies	MTC, ABAG, CMAs, transit operators, local agencies MTC Planning
4) Joint interregional planning projects	<ul style="list-style-type: none">ABAG coordinating planning with Lake/Mendocino and San JoaquinCaltrans inter-regional study to look at southern (SR 156) gatewayMTC, ABAG, STA and SACOG received grant to coordinate inter-regional smart growth efforts and assist STA and SACOG with inter-regional travel forecast effort	<ul style="list-style-type: none">Complete current studies and identify next steps	Medium	High – Commission priority	MTC, ABAG, MCOG, SJCOG, SACOG and affected CMAs MTC Planning
5) Monitor smart growth Quantify progress	<ul style="list-style-type: none">ABAG/MTC agreement with FTA & FHWA to monitor progress toward achieving Projections 05 policy forecastsJPC formed to further smart growth policies and monitor progressMTC reviewing survey data on travel patterns of persons living near transit	<ul style="list-style-type: none">Work with FTA, FHWA and US EPA to develop an acceptable Smart Growth monitoring process for Projections 05Further research on travel behavior of TOD residents: literature review and scoping future studies to develop better information on why people choose to live in TODs	High	Medium – continue ongoing effort	JPC MTC Planning

Transportation 2030 Calls to Action		Achievements to Date		Work Still to Do	Chance of Success	Resulting Regional Priority	Lead Partnership Role/ MTC Section
HOT Lanes							
1) Try before we buy 2) Help from our friends		<ul style="list-style-type: none">Alameda County CMA, VTA, Caltrans, CHP and MTC working on I-680 Smart Carpool Lane implementation– 2009 start-up.Alameda CMA conducting initial studies to assess feasibility in I-580 corridor for second authorized demonstration projectVTA completed 1st phase of countywide HOT lanes – priority of SR 85 and US 101	<ul style="list-style-type: none">Develop design, communications plan, concept of operations for I-680 Smart Carpool Lane. Complete environmental review.VTA to complete implementation and environmental studies for two demonstration projects in Santa Clara CountyMTC to initiate 1st phase of regional HOT lane analysis later this year – co-sponsored and funded by CaltransRefine designs for local HOT lanes based on experience in Minneapolis	High	High – continue ongoing effort	MTC, Caltrans & CMAs MTC Planning	
3) HOT legislation		<ul style="list-style-type: none">Likely that feds will allow more HOT lanes on interstates though reauthorizationState legislative initiatives would broaden authority to implement HOT lanesIncluded in Legislative Program	<ul style="list-style-type: none">Monitor state and federal legislative efforts	Medium	High – continue ongoing effort	MTC & CMAs MTC LPA	

Transportation 2030 Calls to Action		Achievements to Date		Work Still to Do		Chance of Success	Resulting Regional Priority	Lead Partnership Role/ MTC Section
Resolution 3434								
1) TOD Policy Condition transit expansion funds on land use	<ul style="list-style-type: none">TOD policy adopted summer 2005 conditions Res. 3434 expansion projects on planning for supportive land uses	<ul style="list-style-type: none">Continue to work with transit operators and local jurisdictions in station area planning efforts and corridor planning	High	High – continue ongoing effort	MTC, ABAG, CMAs, transit operators, local agencies	MTC Planning		
2) Robust earmarks	<ul style="list-style-type: none">Working with legislative delegationIn MTC's legislative program	<ul style="list-style-type: none">Continue to support earmark requests in annual appropriations cycles	High	High – continue ongoing effort	MTC & transit operators	PLA & P&A		
3) Support Prop 42 retention	<ul style="list-style-type: none">Governor's proposed \$1.3 billion in fiscal year 05-06 first step in right directionVarious legislative fixes in the works – requires constitutional amendmentIncluded in MTC's Legislative Program	<ul style="list-style-type: none">Secure payback for funds borrowed in prior fiscal yearsEnact legislation to prevent future suspension	Medium	High – continue legislative program priority	Partnership Leg Committee	MTC LPA		
4) Support sale tax passage	<ul style="list-style-type: none">Seven of nine counties have local sales tax programs in place.Napa and Solano considering new sales tax measures; neither county has Resolution 3434 project funding needs	<ul style="list-style-type: none">None identified at this time	N/A	Low – not much for MTC to do at this time	Solano and Napa CMAs	MTC Planning P&A		
5) Support High Speed Rail (HSR)	<ul style="list-style-type: none">Bond measure likely moved to 2008	<ul style="list-style-type: none">MTC to conduct Regional Rail Plan that will update Statewide HSR ridership/revenue model and define promising Central Valley/Bay Area HSR alignments	Medium	Medium – continue ongoing effort	MTC, BART, Caltrain, CHSRA, transit agencies, CMAs	MTC Planning		

Transportation 2030 Calls to Action		Achievements to Date		Work Still to Do		Chance of Success	Resulting Regional Priority	Lead Partnership Role/ MTC Section
Goods Movement								
1) I-880 corridor improvements 2) Maritime projects Improve port access 3) Options to expand capacity in I-580	• ITS earmark sought for I-880/580 corridors	• Work with federal agencies and local federal delegation on ITS funding opportunities in I-880 corridor • Work with Port of Oakland and San Joaquin COG on short-haul railroad implementation plan in I-580 corridor • Coordinate with BTH on state Goods Movement Action Plan prioritization and funding strategies • Advocate for Bay Area projects in SB 1024 • Work with West Coast Corridor Coalition to take advantage of new programs and flexibility in reauthorization • Establish local Freight Advisory Board to address various goods movement issues	High	High – continue ongoing effort	MTC, ACCMA, Port of Oakland, Partnership MTC Planning			
	• I-880 interchanges included in Projects of National/Regional Significance							
	• I-880 and I-580 improvements Included in BTH Goods Movement Action plan							
	• I-580 Truck climbing lanes now part of Resolution No. 3434 freeway improvement package							
	• Earmark requested for inland rail shuttle in I-580 corridor							
4) Develop land use strategies Preserve land for freight-related uses	• Raised topic in local and statewide discussions	• Work with ABAG and consultant to identify freight-critical land uses that should be preserved • Work with local agencies to coordinate truck route planning • Assess how local ordinances impact night/off-peak deliveries	Medium	High – develop work plan	MTC, ABAG, Port of Oakland, local jurisdictions MTC Planning			

Key to Acronyms and Abbreviations

ABAG	Association of Bay Area Governments	MTC P&A	MTC Programming and Allocations section
BAAQMD	Bay Area Air Quality Management District	MTC Planning	MTC Planning section
BART	Bay Area Rapid Transit District	MTC TCI	MTC Transit Coordination and Information
BTH	Business, Transportation & Housing Agency	Partnership Leg Committee	Partnership Legislation Committee
CARB	California Air Resources Board	Partnership LS&R	Partnership Local Streets and Roads Committee
CBTP	Community Based Transportation Plan	PTAC	Partnership Technical Advisory Committee
CHP	California Highway Patrol	RTIP	Regional Transportation Improvement Program
CHSRA	California High Speed Rail Authority	RM 2	Regional Measure 2
CMAAs	Congestion management agencies	SACOG	Sacramento Area Council of Governments
CMAQ	Congestion Mitigation and Air Quality Improvement Program	SJCOG	San Joaquin Council of Governments
FHWA	Federal Highway Administration	STA	Solano Transportation Authority
FTA	Federal Transit Administration	STIP	State Highway Improvement Program
HIP	Housing Incentive program	STP	Surface Transportation Program
ITS	Intelligent Transportation Systems	SHOPP	State Highway Operations and Protection Program
JPC	Joint Policy Committee	TLC	Transportation for Livable Communities program
MCOG	Mendocino Council of Governments	T-PLUS	Transportation Planning and Land Use Solutions program
MTC BHO	MTC Bridge and Highway Operations section	TOD	Transit oriented development
MTC LPA	MTC Legislation and Public Affairs section	VTA	Valley Transportation Authority



DATE: September 15, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Robert Guerrero, Associate Planner
RE: Countywide TLC Planning Grants for FY 2005-06

Background:

The STA Board issued a call for projects for Countywide Transportation for Livable Communities (TLC) planning grant applications on December 8, 2004. The TLC planning grants are part of the STA's effort to support community based transportation projects that bring new vibrancy to downtown areas, commercial cores, neighborhoods, and transit corridors, enhancing their amenities and ambiance and making them places where people want to live, work and visit. The Countywide TLC goal is to provide funding for projects that are developed through an inclusive community planning effort, provide for a range of transportation choices, and support connectivity between transportation investments and land uses.

The Countywide TLC Planning grant program originally was designed to accommodate a total of \$50,000 in planning grants over a two-year period. However, staff has identified an additional \$75,000 for a total of \$125,000 of federal TLC planning funds available to allocate for FY 2005-06 (this includes carryover funds from FY 2003-04 and FY 2004-05). The total amount of funds available for TLC Planning grants was confirmed as part of the FY 2005-06 STA budget at the STA Board meeting on June 8, 2005.

STA has received five TLC planning grant applications submitted by the cities of Benicia, Fairfield, Rio Vista, Suisun City, and Vacaville for a total requested amount of \$215,000. All projects submitted are consistent with the Solano Countywide TLC Plan and each provides a local match of at least 20% in other funding or in-kind staff hours. TLC project sponsors provided an overview of their projects to the Alternative Modes Committee at their May 26th meeting. The Alternative Modes Committee directed STA staff to complete an evaluation of the projects and provide the committee with a recommendation for further discussion. Recently, Suisun City was successful in obtaining a separate source of funding to complete their project and subsequently withdrew their application (see Attachment A). This left four applications for funding considerations.

Discussion:

STA staff developed a TLC Planning Grant evaluation form (see Attachment B) based on evaluation guidelines adopted by the STA Board on December 8, 2004. The evaluation form was initially reviewed and commented on by planning staff that included Brigitta Corsello (Solano County Resource Management Director), Brian Miller (City of Fairfield Planning and Redevelopment), and Gerry Raycraft (Suisun City Planning and

Redevelopment), and was forwarded to the Solano County Planning Directors Group for further comments. STA staff finalized the evaluation forms based on input received and sent it to an impartial panel of evaluators consisting of planning staff from the Metropolitan Transportation Commission (MTC), the Bay Area Air Quality Management District (BAAQMD), and the Yolo Solano Air Quality Management District (YSAQMD). The following is a brief summary of their evaluation results:

Project Sponsor	Project Title	Total Points	Rank	Grant Request	Recommendation
Fairfield	Alan Witt Park Transportation Linkage Design Project	99	1	\$50,000	\$50,000
Vacaville	Vacaville Creekwalk Extension/Eastern Downtown Vision	98	2	\$25,000	\$25,000
Rio Vista	Rio Vista Waterfront Plan	73	3	\$50,000	\$50,000
Benicia	Benicia Intermodal Transportation Station Final Location Study Project	56	4	\$40,000	-----
			Total	\$165,000	\$125,000

The evaluators agreed Fairfield, Vacaville, and Rio Vista submittals had the strongest TLC components and awarded them the most points. While they all agreed Benicia's project was an important project with potential for TLC related activities, they scored Benicia's project with the least points due to the lack of a housing component and a station location. The evaluators also agreed that the TLC planning funds might have been a better fit to plan for improvements around the Benicia train station if a location was already determined instead of using the planning funds to determine the location of the train station.

This item is also scheduled to be discussed with a recommendation made at the September 22nd Alternative Modes Committee meeting. STA staff will provide an update of the recommendation and comments made by the committee.

Recommendation:

Forward a recommendation to the STA Board to approve the following projects for FY 2005-06 Countywide Transportation for Livable Communities Planning Funds as specified:

1. City of Fairfield-Alan Witt Transportation Linkage Design Project (\$50,000)
2. City of Rio Vista- Waterfront Plan (\$50,000)
3. City of Vacaville-Vacaville Creekwalk Extension (\$25,000)

Attachments:

- A. Suisun City Project Withdrawal Letter
- B. Countywide TLC Evaluation Form
- C. FY 2005-06 TLC Planning Application Summaries

CITY COUNCIL

CITY COUNCIL MEETING

James P. Spering, Mayor
Pedro "Pete" M. Sanchez, Mayor Pro-Tem
Jane Day
Sam Derting
Michael A. Segala

First and Third Tuesday
Every Month



CITY OF SUISUN CITY

701 Civic Center Blvd.
Suisun City, California 94585

Incorporated October 9, 1868
June 28, 2005

Mr. Robert Guerrero
Associate Planner
Solano Transportation Authority
One Harbor Center; Suite 130
Suisun City, CA 94585

Dear Mr. Guerrero: *Robert*

The City of Suisun City formally is withdrawing its application for Transportation for Livable Communities Design Planning funds. The application was for \$50,000 over a 2-year period for the planning of a Pedestrian/Bicycle path along the SR-12 frontage and the downtown off-ramp, from Marina Boulevard to the Transit Center. As you know, we have identified another source of funding for this planning activity.

An integral part of this important transportation improvement, however, is its integration with the Transit Center itself, and its connectivity with the City of Fairfield and the Solano County Government Center. Accordingly, we are hopeful for a future planning grant and possibly construction funds for these system components. In the meantime we will proceed with the planning of the facility between Marina Boulevard and the Transit Center.

As always, thank you for your help and cooperation.

Sincerely

Gerald E. Raycraft
Interim Community Development Director

cc: Sharon Wippert, Assistant Planner
Gary Cullen, Public Works Director
Nick Lozano, Associate Engineer

DEPARTMENTS: AREA CODE (707)

ADMINISTRATION 421-7300 ■ PLANNING 421-7335 ■ BUILDING 421-7310 ■ FINANCE 421-7320
FIRE 425-9133 ■ RECREATION & COMMUNITY SERVICES 421-7200 ■ POLICE 421-7373 ■ PUBLIC WORKS 421-7340
REDEVELOPMENT AGENCY 421-7309 FAX 421-7366



**Countywide Transportation for Livable Communities
Community Design Planning Program Evaluation Criteria**

Draft Countywide Transportation for Livable Communities (TLC) Community Design Planning Program Evaluation Criteria

Program Purpose: To provide planning funds to local governments, transportation agencies, and community-based organizations for exploring innovative design concepts and plans that relieve congestion by alternative modes of transportation through an inclusive, community-based planning process consistent with the Metropolitan Transportation Commission's (MTC) and the Solano Transportation Authority's (STA) Transportation for Livable Communities (TLC) program.

Total Available Funds: \$125,000

Maximum Planning Grant Allocation Per Application: \$50,000

TLC Goals

Support community-based transportation planning projects that:

1. Are developed through a collaborative and inclusive planning process that includes broad partnerships among a variety of stakeholders such as public agencies, community-based organizations and community stakeholders, and outreach to a broad range of participants.
2. Improve a range of transportation choices by adding or improving pedestrian, transit, and/or bicycle facilities, and by improving the links between these facilities and activity nodes.
3. Support well-designed, high-density housing and mixed-use developments that are well served by transit, or will help build the capacity for future transit investment and use.
4. Support a community's infill or transit-oriented development and neighborhood revitalization activities, goals, and policies.
5. Enhance a community's sense of place and quality of life.

Evaluator: _____

Total Points Awarded: _____

Project: _____

Project Sponsor: _____

Planning Fund Request: _____

Total Project Cost: _____

Local Match: _____ Percentage of Local Match: _____

Proposal primarily focuses on one or more of the following:

- | | |
|--------------------------|---------------------------------------|
| <input type="checkbox"/> | Bicycle Facilities |
| <input type="checkbox"/> | Pedestrian Facilities |
| <input type="checkbox"/> | Smart Growth/Infill/Land Use Planning |

1. Study Need (Total Points: 4)

I. Does the planning proposal include an issue statement that clearly identifies the purpose and need of the planning project along with the desired outcomes?

	Score
Yes	2
No	0

II. Does the planning proposal pertain to a defined physical location?

Yes	1
No	0

III. Does the planning proposal pertain to a physical setting where deficiencies exist (or will exist), and which, if remedied, will provide significant community benefit, attained by improving walkability and pedestrian safety with traffic calming, transit access, and bicycling path improvements, including the closure of gaps?

Yes	1
No	0

2. TLC Program Goals (Total Points: 4)

Does the planning proposal address one or more of the TLC program goals and demonstrates how well the goals are met (refer to TLC goals in previous page)?

High: Applicant provides clear and concise information on how the project demonstrates how well one or more TLC Program Goals are met.

Med: Application infers how the planning project will address the TLC Goals, but does not clearly demonstrate how this will be accomplished.

Low: Applicant does not address the TLC program goals in the application.

Score

4

2

0

3. Project Scope (Total Points: 5)

I. Does the planning proposal describe a collaborative planning process by identifying:

I.A. Community stakeholders (e.g., residents, business proprietors, property owners, neighborhood associations nonprofits, community-based organization, etc), local governmental agency, and the transit operator that will be involved and their roles?

Yes

1

No

0

I.B. Outreach strategy to solicit input from a broad range of participants?

Yes

1

No

0

II. Does the planning proposal describe how the intended project outcomes including one or more of the following:

II.A. Community stakeholder participation and support?

Yes

1

No

0

II.B. Plans for providing congestion relief through improvements to pedestrian, bicycle and transit facilities, and in particular improvements to strategic links between transit nodes and activity hubs to encourage non-automobile use?

Yes

1

No

0

III.C. Plans for providing congestion relief through the development of higher density housing and mixed-use development near existing or planned transit infrastructure?

Yes

1

No

0

4. Project Administration (Total Points: 3)

		Score
I. Does the planning program clearly identify a specific work product that will guide the project to the next level of planning, and/or form the basis to compete for funding for capital projects identified in planning process?	Yes	1
	No	0
II. Does the planning proposal indicate if it will be completed within 2 years?	Yes	1
	No	0
III. Does the project sponsor commit to pursuing the project recommendations, including subsequent planning activities, and to pursue preliminary engineering and construction funds for capital projects as feasible?	Yes	1
	No	0

5. Solano Comprehensive Transportation Plan (Total Points: 5)

		Score
Is the planning project an adopted TLC candidate project identified in the STA's Comprehensive Transportation Plan (CTP)? And/or does the applicant reference the STA's Countywide Pedestrian Plan and/or Countywide Bicycle Plan for pedestrian and bicycle friendly design concepts for consideration in their TLC Candidate project scope. The Pedestrian and Bicycle Plan are part of the CTP's Alternative Modes Element.	Yes	5
	No	0

(STA staff determined)

Additional Factors (Total Points: 18)

Score

I. Project Innovation:

To what degree does the project demonstrate innovation in project scope and design? How is this project more unique in scope and type than other candidate projects?

High: Project addresses design and scope of work thoroughly through innovative methods that have traditionally not been done, created or experienced in Solano County.

2

Med: Project attempts to address at least one area of design and/or scope of work through innovative methods that have traditionally not been done, created or experienced in Solano County.

1

Low: Project's design and scope of work are limited and is proposed to be completed by traditional methods.

0

II. Community

Outreach: Does the project demonstrate an affective public outreach to the community? (*Focus on project proposed, not just on the quality of the proposal*)

High: Project sponsor thoroughly describes effective methods to solicit input from the community (e.g. specifies number of meetings planned, list of potential groups to participate in the study, advertising techniques planned for the public input, etc.)

2

Med: Project sponsor generally describes methods to include public input.

1

Low: No description of community outreach efforts for the planning project

0

**III. Land Use/
Transportation Links:**

To what degree does the project provide congestion relief through support of building higher density housing and mixed uses developments, connectivity particularly in existing downtowns, commercial cores, neighborhoods, and transit stops/ corridors?

High: Project, as a whole, encourages and supports higher density housing, mixed use developments, or connectivity to downtowns commercial cores, neighborhoods, and/or transit stops/ corridors

10

Med: Project, in part, includes higher density housing, mixed use developments, or connectivity to downtowns commercial cores, neighborhoods, and/or transit stops/ corridors.

5

Low: Project does not include new higher density housing, mixed use developments, or connectivity to downtowns, commercial cores, neighborhoods, and/or transit stops/ corridors.

0

Countywide TLC Community Design Planning Program

IV. Low-income

Community: Does the project serve a low-income neighborhood, as demonstrated by Census data on income and/or poverty level compared to the city or county as a whole?

High: Application clearly defines how the project benefits a low-income community. 2

Med: Application references benefits to low-income community but does not provide details. 1

Low: Project does not benefit a low-income community. 0

V. Local Match: To what degree is the local match/ in-kind match offered as part of the proposed project's total cost?

High: Project sponsor provides a local match and/or in-kind services greater than 41%. 2

Med: Project sponsor provides a local match and/or in-kind services between 21%-40%. 1

Low: Project sponsor provides 20% match or less in local or. 0

Summary for Countywide TLC Planning Grant Requests
FY 2005-06

Project Title	Project Description	Project Sponsor	Total Planning Project Cost	Local Match	Local Match Source	TLC Planning Grant Request	City Resolution Submitted to the STA
Benicia Intermodal Transportation Station Final Location Study Project	Determine a location for the Benicia Capitol Corridor Train station/Intermodal Transportation Station site in addition to a preferred location previously identified.	City of Benicia	\$ 50,000	\$10,000	City General Fund	\$40,000	Yes
Allan Witt Park Transportation Linkage Design Project	Plan development to improve pedestrian, bicycle and transit linkages, as well as forge strategic links between transit nodes and activity hubs in a vital city gateway area. The plan will provide a clear design for West Texas St., Woolner Ave., and Beck Ave. that will reduce traffic congestion; encourage pedestrian and bicycle use; and will improve walkability, pedestrian safety, and transit access from Allan Witt Community Park to area retail stores, nearby schools, FTC, and Downtown.	City of Fairfield	\$ 60,000	\$10,000	In-Kind Staff Hours	\$50,000	Yes
Rio Vista Waterfront Plan	Specific Plan for redevelopment of the downtown waterfront district. The plan will address public access and development potential of the downtown waterfront, provide for specific land use, zoning and development standards or a financing program for implementing the plan.	City of Rio Vista	\$ 125,000	\$75,000	Redevelopment Funds	\$50,000	Yes
Transit Center Pedestrian Access ¹	Pedestrian/bicycle path connection to a largely residential area of Suisun City and the Downtown	City of Suisun	\$ 100,000	\$40,000	Redevelopment Agency	\$50,000	Yes
Vacaville Creekwalk Extension/Eastern	Project will provide pedestrian, bicycle, and vehicle connections between recreation, retail, restaurant,	City of Vacaville	\$ 35,567	\$8,200	In-Kind Staff Hours	\$25,000	Yes
Total Planning Grant Request:						\$215,000	

¹ Suisun City was successful in attaining a separate grant and therefore withdrew their application.



DATE: September 16, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Jayne Bauer, Marketing and Legislative Program Manager
RE: Legislative Update – September 2005 and STA’s Draft 2006 Legislative Priorities and Platform

Background:

Each year, STA staff monitors state and federal legislation that pertains directly to transportation and related issues. On January 12, 2005, the STA Board adopted its 2005 Legislative Priorities and Platform to provide policy guidance on transportation legislation and the STA’s legislative activities.

Discussion:

The last day for any bill to pass in the State Legislature was September 9. The Interim Study Recess is now in progress, and October 9 is the last day for the Governor to either sign or veto bills passed by the Legislature. A current Legislative Matrix is included as Attachment A.

To help ensure the STA’s transportation policies and priorities are consensus-based, the STA’s Legislative Platform and Priorities is first developed in a draft form and then distributed to member agencies and members of our federal and state legislative delegations for review and comment prior to adoption by the STA Board. Staff proposes that the STA TAC, Transit Consortium and Board review the attached Draft 2006 Legislative Platform and Priorities and distribute for review and comment in October, and then agendize for STA Board adoption in December. Recommended additions have been noted in **bold** and recommended deletions with a ~~strike~~through.

Recommendation:

Forward the STA’s Draft 2006 Legislative Priorities and Platform to the STA Board with a recommendation to distribute for 30-day review and comment.

Attachments:

- A. Legislative Matrix, September 2005
- B. STA’s Draft 2006 Legislative Priorities and Platform

***Solano Transportation Authority
Legislative Matrix
September, 2005
State Legislation***

State Legislation Bill/Author	Subject	Status	STA Position
AB 850 (Canciamilla) Toll Road Agreements	This bill would allow the Caltrans to contract with public and private entities to expand the number of toll roads and other toll facilities and high-occupancy toll (HOT) lanes.	ASM Appropriations, held under submission 5/25/05	Watch closely 06/08/05
AB 1208 (Yee) Local vehicle registration fee: San Francisco	Authorizes the City and County of San Francisco Board of Supervisors to impose a fee in an amount to be established by the board to be paid at the time of registration or renewal of every vehicle registered at an address within the city and county of San Francisco. Provides that the funds may be used for the construction, improvement, operation, and maintenance of local streets and highways in the county. (Amended 4/14/05)	To enrollment 9/8/05	Watch 09/14/05
AB 1266 (Niello) State highways: design- sequencing contracts	This bill would instead generally authorize the department to award contracts for projects using the design-sequencing contract method, if certain requirements are met.	ASM Appropriations, held under submission 5/25/05	Support 06/08/05
AB 1623 (Klehs) County vehicle registration fee: Alameda, Contra Costa, Marin, Napa and Sacramento	Authorizes the Alameda County Congestion Management Agency, the Contra Costa Transportation Authority, the Transportation Authority of Marin, the Napa County Transportation Planning Agency, and the Sacramento Transportation Authority to impose an annual fee of up to \$5 on motor vehicles registered within those counties for a program for the management of traffic congestion and the mitigation of the environmental impacts of motor vehicles within that county. Specifies that only environmental programs that directly relate to the impacts of motor vehicles are eligible for funding. (Amended 6/28/05)	To enrollment 9/8/05	Watch 09/14/05

State Legislation Bill/Author	Subject	Status	STA Position
ACA 4 (Plescia and Harman) Transportation Investment Fund	This measure would delete the provision authorizing the Governor and the legislature to suspend the transfer of revenues from the General Fund to the Transportation Investment Fund for a fiscal year during a fiscal emergency.	Re-referred to Comm. on Transportation 5/10/05	Support 02/09/05
ACA 7 (Nation) Local Gov. Taxation: Special Taxes: voter approval	This measure would change the 2/3 voter-approval requirements for special taxes to instead authorize a city, county, or special district to impose a special tax with the approval of 55% of its voters voting on the tax. This measure would also make technical changes to these provisions.	ASM Appropriations ref. to APR suspense file 5/18/05	Support 02/09/05
ACA 10 (Nunez) Transportation Investment Fund	This bill contains no substantive changes to preserving Prop 42 funds. The Speaker of the Assembly and his staff are still developing the details.	May be heard in committee 3/18/05	Watch 05/11/05
ACA 11 (Oropeza) Transportation Funds: Loans	This bill would require that any loans made from any transportation account must define a payback schedule in statute, and repay those loaned funds with interest, and would allow the Legislature and the Governor to suspend Prop 42 funds only twice within a ten year period, and the second loan in that period could not be taken unless the first loan was repaid.	Referred to Committee on Transportation 4/21/05	Watch 05/11/05
SB 44 (Kehoe) Air Quality Improvement	Would require cities and counties to amend relevant sections of their general plans to incorporate "comprehensive goals, policies, and feasible implementation strategies to improve air quality no later than one year from the date of the next housing element revision."	ASM read third time, refused passage. Motion to reconsider on next leg day 9/8/05	Request comments from cities & counties 05/11/05
SB 172 (Torlakson) Seismic Retrofit Projects	This bill would require the Department of Transportation to develop a comprehensive risk management plan for the toll bridge seismic retrofit program and establish a time limit for submitting quarterly seismic reports. The bill also would establish project oversight and control responsibilities for the Bay Area Regional Measure 1 and toll bridge seismic retrofit programs, including the creation of a Toll Bridge Program Board of Control responsible for program management oversight.	ASM Committee on Transportation 6/13/05	Watch 05/11/05

State Legislation Bill/Author	Subject	Status	STA Position
SB 371 (Torlakson/Runner) Design-build contracts: transportation entities	Would authorize specified state and local transportation entities to use the design-build public contracting method for the construction of transportation projects.	SEN Appropriations, held under submission 5/26/05	Support 07/13/05
SB 658 (Kuehl) Bay & coastal motor vehicle mitigation program	Would make available a coordinated state-local funding option for addressing a range of environmental problems resulting from motor vehicles and their associated infrastructure in coastal and bay counties. Authorizes the Coastal Environment Motor Vehicle Mitigation Program, administered by both the state and participating counties, which would enable counties to opt into a dedicated funding source to support appropriate projects. Motor vehicle registration fee of up to \$6/year would be collected only in counties where the Board of Supervisors votes to participate in the program. Funds could only be used for projects that reduce, prevent and remediate the adverse environmental impacts of motor vehicles and their associated infrastructure. Program would sunset in 2020.	Enrolled 9/15/05; to Governor	Watch 09/14/05
SB 680 (Simitian) Santa Clara County vehicle registration fees	Authorizes the Santa Clara Valley Transportation Authority (VTA) board of directors, beginning July 1, 2006, to impose (by a 2/3 vote) an annual fee of up to \$5 on each motor vehicle registered within Santa Clara County. Fee would terminate July 1, 2014. Revenues generated by the fee would go towards a program of projects to be adopted by the VTA that would be based on street and highway improvement projects specified in the county's congestion management program and transit improvements specified in the Caltrain Joint Powers Board Rapid Rail Program. Requires VTA to provide a report to the Legislature on the impact of the fee and its cost-effectiveness by July 1, 2013. (Amended 4/12/05)	Received from the Assembly 9/15/05	Watch 09/14/05
SB 705 (Runner) Design Build Contracts	Would authorize the Dept. of Transp. to contract using the design-build process, as defined, for design and construction of transportation projects. Bill would require establishing a prequalification and selection process. Because the bill would make it a crime for a person to certify as true any fact on the declaration known by him or her to be false, it would impose a state-mandated local program.	SEN Transportation & Housing (4/19/05 hearing cancelled at request of author)	Support in Concept 06/08/05
SB 1024 (Perata) Seismic Retrofit Improvements: Bond Measure	This bill would enact the Essential Facilities Seismic Retrofit Bond Act of 2005 to authorize an unspecified amount in state general obligation bonds for the seismic retrofit of essential facilities throughout the state, including Bay Area toll bridges and hospitals throughout the state, subject to voter approval.	SEN read third time; amended, to third reading 9/8/05	Watch 05/11/05

California Legislature **2005-06 Regular Session Calendar**

<p>January 2005 (First year of 2-year legislative session)</p> <p>1 Statutes take effect</p> <p>3 Legislature reconvenes</p> <p>5 Governor's State of the State Address</p> <p>10 Budget must be submitted by Governor</p> <p>21 Last day to submit bill requests to Office of Legislative Counsel</p>	<p>July</p> <p>1 Until Budget is passed by both houses – No policy committees may meet for any purpose</p> <p>4 Independence Day</p> <p>8 Last day for Policy Committees to meet and report Senate bills</p> <p>15 Summer Recess begins on adjournment, provided Budget Bill has been enacted</p>
<p>February</p> <p>18 Last day to introduce bills</p>	<p>August</p> <p>15 Legislature reconvenes</p> <p>26 Last day for Fiscal Committees to meet and report Senate bills to the Floor</p> <p>29 Through Sept. 9*** – Floor session only. No committees, other than conference committees and Rules Committee, may meet for any purpose</p>
<p>March</p> <p>17 Spring Recess begins at the end of this day's session</p> <p>29 Legislature reconvenes</p>	<p>September</p> <p>2 Last day to amend bills on the Floor</p> <p>4 Labor Day</p> <p>9 Last day for any bill to be passed. Interim Study Recess begins on adjournment</p>
<p>April</p> <p>22 Last day for policy committees to hear and report Fiscal Committees fiscal bills introduced in their house</p> <p>29 Last day for policy committees to hear and report non-fiscal bills introduced in their house to Floor</p>	<p>October</p> <p>9 Last day for Governor to sign or veto bills passed by the Legislature on or before September 9 and in his possession on or after September 9</p>
<p>May</p> <p>13 Last day for policy committees to meet prior to May 31</p> <p>20 Last day for Fiscal Committee to hear and report to the Floor bills introduced in their house</p> <p>20 Last day for Fiscal Committees to meet prior to May 31</p> <p>23 Through May 27 – Floor session only. No Committee may meet for any purpose</p> <p>27 Last day for bills to be passed out of the house of origin</p> <p>31 Committee meetings may resume</p>	<p>November/December</p>
<p>June</p> <p>3 Last day for Assembly to pass Assembly Bills</p> <p>6 Committee meetings may resume</p> <p>15 Budget Bill must be passed by midnight</p>	<p>January 2006</p> <p>1 Non-urgency statutes passed by Legislature prior to commencement of Interim Recess take effect</p> <p>4 Legislature reconvenes</p>

Solano Transportation Authority
DRAFT 2006 Legislative Priorities and Platform

LEGISLATIVE PRIORITIES

1. Monitor and support, as appropriate, legislative proposals to increase funding for transportation infrastructure in Solano County, such as SB 1024, Seismic Retrofit Bond Act.
2. Oppose efforts to reduce or divert funding from transportation projects.
3. Pursue federal and state funding for the following priority projects and transit services:
 - a. I-80/I-680/SR 12 Interchange *
 - I-80 HOV Lane
 - North Connector
 - Cordelia Truck Scales
 - b. Jepson Parkway Project*
 - c. Vallejo Intermodal Station*
 - d. Vallejo Baylink Ferry Service
 - e. Fairfield/Vacaville Intermodal Station*
 - f. Capitol Corridor Rail Service and track improvements throughout Solano County
 - g. Inter-city transit
4. Support initiatives to pursue the 55% voter threshold for county transportation infrastructure measures.
5. Monitor legislative efforts to merge or modify MTC and ABAG governing boards and their respective responsibilities.
6. Monitor and support legislation increasing the percentage of STIP funds from 1% to 5% to be used for project development activities associated with Planning, Programming and Monitoring (PPM).
- 6.7. Monitor the progress of the \$3 bridge toll, support the implementation of Regional Measure 2 funded projects, and ~~oppose efforts to divert~~

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~~RM 2 funds from the RM 2 expenditure plan to cover cost increases on the Bay Bridge—~~monitor RM 2 clean-up legislation to ensure Solano County's priorities and representation are maintained.

8. ~~7.~~—Support efforts to prevent the future suspension of Proposition 42, diverting voter approved funds dedicated for transportation to the state general fund.
9. **Support federal and state legislation that provides funding for movement of goods along corridors (i.e. I-80, SR 12, Capitol Corridor) and facilities (i.e., Cordelia Truck Scales)**

** Federal Priority Projects*

I. Air Quality

~~1. Support use of Petroleum Violation Escrow Account (PVEA) funds for clean fuel projects.~~

- ~~2.1.~~ **Monitor and review approvalthe implementation of the 2004 Ozone Attainment Plan by EPA.**
- ~~3.2.~~ **Support legislation, which ensures that any fees imposed to reduce vehicle miles traveled, or to control mobile source emissions, are used to support transportation programs that provide congestion relief or benefit air quality.**
- ~~4.3.~~ **Monitor legislation providing infrastructure for low, ultra-low and zero emission vehicles.**
- ~~5.4.~~ **Monitor and comment on regulations regarding diesel fuel exhaust particulates and alternative fuels.**
5. ~~6.~~—Support policies that improve the environmental review process to minimize conflicts between transportation and air quality requirements.

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- 7.6.** Monitor energy policies and alternative fuel legislation or regulation that may affect fleet vehicle requirements for mandated use of alternative fuels.
- 7.** ~~8.~~—Support legislation to provide funding for innovative, intelligent/advanced transportation and air quality programs, which relieve congestion, improve air quality and enhance economic development.
- 9.8.** Support legislation to finance cost effective conversion of public transit fleets to alternative fuels.
- 10.9.** Support income tax benefits or incentives that encourage use of alternative fuel vehicles, van pools and public transit without reducing existing transportation or air quality funding levels.

II. Alternative Modes (Bicycles, HOV, Livable Communities, Ridesharing)

- 8.1.** Support legislation promoting bicycling and bicycle facilities as a commute option.
- 9.2.** Oppose expanded use of HOV lanes for purposes not related to congestion relief and air quality improvement.
- 3.** Support legislation providing land use incentives in connection with rail and multimodal transit stations – transit oriented development.

III. Congestion Management

- H.1.** Support administrative or legislative action to ensure consistency among the Federal congestion management and the State's Congestion Management Program requirements.

IV. Employee Relations

- 1.** Monitor legislation and regulations affecting labor relations, employee rights, benefits, and working conditions. Preserve a balance between

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the needs of the employees and the resources of public employers that have a legal fiduciary responsibility to taxpayers.

2. Monitor any legislation affecting workers compensation that impacts employee benefits, control of costs, and, in particular, changes that affect self-insured employers.

V. Funding

- ~~X~~.1. Protect Solano County's statutory portions of the state highway and transit funding programs.
- ~~XI~~.2. Seek a fair share for Solano County of any state discretionary funding made available for transportation grants or programs.
- ~~XII~~.3. Protect State Transportation Improvement Program (STIP) from use for purposes other than those covered in SB 140 of 1997 reforming transportation planning and programming.
- ~~XIII~~.4. Support state budget and California Transportation Commission allocation to fully fund projects for Solano County included in the State Transportation Improvement Program and the Comprehensive Transportation Plans of the county.
- ~~XIV~~.5. Support transportation initiatives that increase the overall funding levels for transportation priorities in Solano County.
- ~~XV~~.6. Advocate for primacy of general transportation infrastructure funding over high-speed rail project and Bay Area Ferry Authority.
- ~~XVI~~.7. Support measures to restore local government's property tax revenues used for general fund purposes, including road rehabilitation and maintenance.
- ~~XVII~~.8. Seek a fair share for Solano County of any federal funding made available for transportation programs and projects.

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- XVIII.9.** Support legislation to secure adequate budget appropriations for highway, bus, rail, air quality and mobility programs in Solano County.
10. Support efforts to pass a new federal transportation reauthorization bill that maintains the funding categories and flexibility of SAFETEA 24, provides a higher level of overall transportation funding, and provides a fair share return of funding for California.
 11. Support state policies that assure timely allocation of transportation revenue, including allocations of new funds available to the STIP process as soon as they are available.
 12. Support legislation or the development of administrative policies to allow a program credit for local funds spent on accelerating STIP projects through right-of-way purchases, or environmental and engineering consultant efforts.
 13. Support or seek legislation to assure a dedicated source of funding, other than the State Highway Account for local streets and roads maintenance and repairs.
 14. Monitor the distribution of state transportation demand management funding.
 15. ~~15.~~ Oppose any proposal that could reduce Solano County's opportunity to receive transportation funds, including diversion of state transportation revenues for other purposes. Fund sources include, but are not limited to, the Petroleum Violation Escrow Account (PVEA), State Highway Account (SHA), Public Transit Account (PTA), and Transportation Development Act (TDA) and any ballot initiative.
 16. Support legislative proposals that authorize Solano County or the Solano Transportation Authority to levy a vehicle registration fee to fund projects that reduce, prevent and remediate the adverse environmental impacts of motor vehicles and their associated infrastructure.

VI. Liability

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1. Monitor legislation affecting the liability of public entities, particularly in personal injury or other civil wrong legal actions.

VII. Paratransit

1. In partnership with other affected agencies and local governments seek additional funding for paratransit operations, including service for persons with disabilities and senior citizens.

VIII. Project Delivery

1. Support legislation to encourage the Federal Highway Administration, Federal Transit Administration, and the Environmental Protection Agency to reform administrative procedures to expedite federal review and reduce delays in payments to local agencies and their contractors for transportation project development, right-of-way and construction activities.
2. Support legislation and/or administrative reforms to enhance Caltrans project delivery, such as simultaneous Environmental Impact Report (EIR) and engineering studies, and a reasonable level of contracting out of appropriate activities to the private sector.
- ~~III.~~3. Support legislation and/or administrative reforms that result in cost and/or timesavings to environmental clearance processes for transportation construction projects.
4. Continue to streamline federal application/reporting/monitoring requirements to ensure efficiency and usefulness of data collected and eliminate unnecessary and/or duplicative requirements.

IX Rail

1. In partnership with other affected agencies, sponsor making Capitol Corridor Joint Powers Authority an eligible operator for state transit assistance with funds to be apportioned to member agencies.

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2. In partnership with other counties located along Capitol Corridor, seek expanded state commitment for funding passenger rail service, whether state or locally administered.
3. Support legislation and/or budgetary actions to assure a fair share of State revenues of intercity rail (provided by Capitol Corridor) funding for Northern California and Solano County.
4. Seek legislation to assure that dedicated state intercity rail funding is allocated to the regions administering each portion of the system and assure that funding is distributed on an equitable basis.
5. Seek funds for the development of intercity, regional and commuter rail service connecting Solano County to the Bay Area and Sacramento regions.
6. Continue to monitor and evaluate the proposed \$10 billion High Speed Rail Bond scheduled for the November 2006 ballot.

XVIII. Ferry

1. Protect the existing source of operating support for Vallejo Baylink ferry service, most specifically the Bridge Tolls–Northern Bridge Group “1st and 2nd Dollar” revenues which provide a 5 percent and 2 percent set aside for transit operations and ferry capital, respectively.
2. Support the implementation of expanded Vallejo Baylink ferry and countywide express bus service funded from the “3rd Dollar” Bridge Toll (Measure 2) program and oppose proposals to divert these funds to other purposes than those stipulated in the expenditure plan for RM 2.
3. Work with MTC to obtain an increase to the federal Ferryboat Discretionary (FBD) Funds to provide an annual earmark for the Bay Area, similar to Washington State and Alaska, with priority given to existing ferry capital projects.

XI. Safety

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1. Support legislation or administrative procedures to streamline the process for local agencies to receive funds for road **and levee repair and other flood protection** from the Federal Emergency Management Agency (FEMA).

XII. Transit

1. Protect funding levels for transit by opposing state funding source reduction without substitution of comparable revenue.
2. Support an income tax credit to employers for subsidizing employee transit passes.
3. Support tax benefits and/or incentives for transportation demand management programs and alternative fuel programs to promote the use of public transit.
4. In partnership with other transit agencies, seek strategies to assure public transit receives a fair share of funding for welfare-to-work social services care, and other community-based programs.
5. Support efforts to eliminate or ease Federal requirements and regulations regarding the use of federal transit funds for transit operations in large UZAs.
6. Support efforts to change Title 23 restrictions pertaining to use of bridge toll revenues for federalized bridges for transit operations.
7. In addition to new bridge tolls, work with MTC to generate new regional transit revenues to support the ongoing operating and capital needs of transit services, including bus and ferry and rail.



DATE: September 16, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Jayne Bauer, Marketing and Legislative Program Manager
RE: Marketing Consultant Services for STA, SolanoLinks, and SNCI
Marketing Plan 2006-2007 (Phase II)

Background:

The STA manages and markets a variety of transportation related programs and services. This includes the design and implementation of the marketing objectives for the STA, the SolanoLinks Transit program, and the Solano Napa Commuter Information (SNCI) Program. The STA strives to inform the public about various transportation projects, programs, and services through an annual report, newsletters, brochures, website, public meetings, polling, community events and the media.

The STA also coordinates the marketing of SolanoLinks intercity transit services countywide. This effort has included the development and updating of the SolanoLinks brochure, wall maps, production of SolanoLinks bus passholders, a recent bus wrap, and other activities.

To increase the use of carpooling, vanpooling, transit, bicycling and other alternatives to single-occupancy vehicles, the STA's Solano Napa Commuter Information (SNCI) program markets its and partner agencies' services countywide. This marketing program has been traditionally accomplished through a variety of methods including brochures, display racks, events, print and radio advertising, incentives, promotional items, direct mail, press relations, employer and general public promotional campaigns, and freeway signs. The STA has recently targeted the identity and branding of Solano Paratransit, which resulted in the design of brochures and vehicles wraps to be implemented next year.

Discussion:

The STA has retained a consultant, Moore Iacofano Goltsman (MIG), for the past three years to assist in this effort. Earlier this year, the STA Board approved a budget amendment and a time extension through December 2005 for MIG's marketing services.

Staff has scheduled the next major marketing effort (Phase II) to begin in January 2006. MIG assisted in the development of a draft outline for the marketing plan (Phase II). Once approved by the STA Board, the marketing plan will be used to develop a Request for Proposals (RFP) to advertise for the future marketing consultant. The selection of the marketing consultant will be presented to both the Consortium and TAC for their review in November prior to consideration by the STA Board at their December meeting.

Phase II is a two-year marketing plan for the STA as a whole and for STA managed programs including SolanoLinks, Solano Paratransit, and SNCI. The goal is to increase public awareness and to inform the public about the STA and these programs. Existing strategies will be reviewed and new marketing methods will be developed and implemented. This is a particularly advantageous time to promote alternative modes of transportation due to the recent rapid increase in gasoline prices.

Fiscal Impact:

Funding for marketing consultant services is included in the approved FY 2005-06 STA budget. The funds are a combination of STA Marketing, SolanoLinks Marketing and SNCI Marketing. The contract amount for FY 2006-07 and FY 2007-08 will be brought forward for approval at future Board meetings. The total two-year contract is estimated not to exceed \$170,000 (\$85,000 per year). The cost breakdown for calendar year 2006 and 2007 is included as Attachment B.

Recommendation:

Approve the following:

1. The proposed Marketing Plan (Phase II) for STA, SolanoLinks Transit, and SNCI as specified in Attachment A; and
2. Forward a recommendation to the STA Board to authorize the Executive Director to release a Request for Proposals (RFP) for a two-year marketing consultant services contract in an amount not to exceed \$170,000.

Attachments:

- A. Proposed Marketing Plan (Phase II)
- B. Cost Breakdown of Marketing Consultant Services Contract

Solano Transportation Authority Proposed Marketing Plan (Phase II)

The STA manages and markets a variety of transportation related programs and services. This includes the design and implementation of the marketing objectives for the STA, the SolanoLinks Transit program, and the Solano Napa Commuter Information (SNCI) Program.

- The **STA** strives to inform the public about various transportation projects, programs, and services through an annual report, newsletters, brochures, website, public meetings, polling, community events and the media.
- The STA also coordinates the marketing of **SolanoLinks** intercity transit services countywide. This effort has included the development and updating of the SolanoLinks brochure, wall maps, production of SolanoLinks bus passholders, and other activities.
- To increase the use of carpooling, vanpooling, transit, bicycling and other alternatives to single-occupancy vehicles, the STA's **Solano Napa Commuter Information (SNCI)** program markets its and partner agencies' services countywide. This marketing program has been traditionally accomplished through a variety of methods including brochures, display racks, events, print and radio advertising, incentives, promotional items, direct mail, press relations, employer and general public promotional campaigns, and freeway signs. We have recently targeted the identity and branding of Solano Paratransit, which resulted in the design of brochures and vehicles wraps to be implemented next year.

Marketing products and plans for 2006 and 2007 include, but are not limited to, the following:

STA – Overall Agency

- STA Agency brochure “Working for You”: Redesign, rewrite, print color brochure
- State legislative brochure: Redesign to be more user friendly. 16-page plus cover, print color document with photos.
- Federal reauthorization booklet: Redesign to be more user friendly. 12-page plus cover, print color document with photos.
- TEA-21 Reauthorization booklet: Redesign to more user friendly. 12-page plus cover, print color document with photos.
- 2005 STA Annual Report design and production.
- Development of newsletter concept and production.
- Design of website elements.

- Annual Awards Ceremony.
- Ribbon-cutting and ground-breaking ceremonies for transportation projects where STA is the lead agency or partner agency.

SolanoLinks Intercity Transit

- SolanoLinks brochure: Update and produce brochure to marketing current and future services.
- Promotional opportunities: Design and placement of advertising pieces in local electronic and print media venues targeting Solano County residents.

SNCI:

- Emergency Ride Home: Launch countywide Emergency Ride Home marketing campaign.
- Year-end employer/vanpool mailer: Develop mailer/calendar for SNCI client distribution.
- Development and promotion of local campaign for California Bike-To-Work Campaign.
- Development and promotion of Fall rideshare campaign.

Cost Breakdown of Marketing Consultant Services Contract

Calendar Year 2006:

Solanolinks/STA	\$50,000
Paratransit	\$40,000*
<u>SNCI</u>	<u>\$35,000</u>
Total	\$125,000

Calendar Year 2007:

Solanolinks/STA	\$55,000
Paratransit	\$ 5,000
<u>SNCI</u>	<u>\$25,000</u>
Total	\$85,000

*Funds previously allocated by the STA Board (7/13/05)



DATE: September 19, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Robert Guerrero, Associate Planner
RE: Alternative Modes Fund Strategy

Background:

Several funding opportunities will be available for alternative modes projects in the next three years. Attached is a summary of potential discretionary and competitive funding opportunities. The Alternative Modes Committee will consider strategies to provide funding for each of the alternative modes components: transportation for livable communities (TLC), bicycle facilities, and pedestrian facilities.

The goal of the Alternative Modes Fund Strategy is to provide a concise means for identifying anticipated funding sources for alternative modes project and to link projects that would be the best candidates for that fund source.

Discussion:

The Draft Alternative Modes Funding Strategy is attached for review. The strategy focuses on the following STA discretionary funding:

- County Transportation Enhancements (TE)
- Congestion Mitigation Air Quality (CMAQ)
- Eastern Solano CMAQ (ECMAQ)
- Bay Area Air Quality Management District Transportation For Clean Air (TFCA)
- Yolo Solano Air Quality Management District Clean Air Funds
- Transportation Development Act (TDA) Article 3
- MTC County Bicycle and Pedestrian Program

The combined amount of guaranteed funding to be programmed or recommended by the STA from these funding sources is estimated to be \$10.2 million for the next 3 years. TE, CMAQ, TDA Article 3, and MTC County Bicycle and Pedestrian Program funding sources have to be used for either TLC projects or bicycle and pedestrian facilities. ECMAQ, TFCA, and Clean Air Funds are more flexible in that this source can fund TLC, bicycle and pedestrian facilities, and/or transit facilities.

The Alternative Modes Fund Strategy attachment reflects the set-aside portion of the TE and CMAQ funds for TLC projects. The majority of the ECMAQ funds are identified in the "To Be Determined" category; however, STA staff is recommending \$1.2 million is set-aside for bicycle and pedestrian facilities and \$1.5 million set-aside for TLC related projects. This set-aside is relatively close to the amounts set aside for Bay Area source funding such as CMAQ and TE.

The clean air funds provided by the YSAQMD and the BAAQMD assumes that 50% of the estimated county portion will be used for alternative modes. These funds are included in the To Be Determined category.

Lastly, the strategy assumes providing a funding split of 1/3 for pedestrian facilities and 2/3 for bicycle facilities for TDA Article 3 and MTC County Bicycle and Pedestrian Program. This subject is to be discussed by the Alternative Modes Committee and TAC in a separate agenda item.

The funding amounts indicated in the strategy are preliminary and will be updated when more current information is available. STA staff welcomes comments on this proposed funding strategy and anticipates this item will be brought back for further discussion and recommendation for Board action at the November 2005 Consortium and TAC meetings.

Recommendation:
Informational.

Attachments:

- A. Alternative Modes Funding Program
- B. Draft Alternative Modes Funding Strategy

Alternative Modes Funding Program

Rev 9/13/05

Current Year	Fund Programs	Actual Funding Amounts Received to Date		
Fiscal Year 2005-06	Enhancements	\$1,629,000	Total Discretionary funding	\$2,331,256
	TFCA Program Manager Funds	\$185,000		
	YSAQMD Clean Air Funds	\$190,000		
	TDA Article 3	\$327,256		
	ECMAQ	-		
	MTC Regional TLC/HIP	\$2,000,000	Total Regional Competitive Funding	\$2,341,000
	BAAQMD Regional TFCA Funds (Application submitted by Benicia)- \$10 million available to Bay Area	Pending		
	RM2 Safe Routes to Transit Program (Applications submitted by Fairfield and Benicia)-\$4 million available to Bay Area	Pending		
	MTC Regional Bicycle/ Ped Program	\$341,000		
	Caltrans BTA- \$8 million available statewide	\$562,000	Total State Competitive Funding	\$562,000
	Caltrans Safe Routes to School Program (Applications submitted by Benicia, Fairfield, Suisun)- \$24 million available statewide	Pending		
			Total Alternative Funds Received for FY 2005-06	\$5,234,256

		Approximate Target Funding Amounts		
Fiscal Year 2006-07	County TLC (Enhancements/CMAQ) FY 06-07 (Based on MTC's Enhancement estimate)	\$462,000	Target Discretionary Funding	\$3,368,075
	TFCA Program Manager Funds FY 06-07 (Assumes at least 50% to Alternative Modes Projects)	\$159,000		
	YSAQMD Clean Air Funds FY 06-07 (Assumes at least 50% to Alternative Modes Projects)	\$145,000		
	TDA Article 3 FY 06-07 (Based on MTC Estimate)	\$302,075		
	ECMAQ FY 06-07	\$2,300,000		
	MTC Regional TLC/HIP (Assumes 6% of \$18 mil)	\$1,080,000	Target Regional Competitive Funding	\$1,680,000
	BAAQMD Regional TFCA Funds (Assumes 6% of \$10 mil)	\$600,000		
	Caltrans BTA (Assumes 1% of 8mil)	\$80,000	Target State Competitive Funding	\$320,000
	Caltrans Safe Routes to School Program (Assumes 1% of \$24 mil)	\$240,000		
			Total Target Amount for FY 2006-07	\$5,368,075

		Approximate Target Funding Amounts		
Fiscal Year 2007-08	County TLC (Enhancements/CMAQ) FY 07-08 (Based on MTC's Enhancements/CMAQ estimate)	\$969,000	Target Discretionary Funding	\$3,486,977
	TFCA Program Manager Funds FY 07-08 (Assumes at least 50% of FY05/06 estimate to Alternative Modes Projects)	\$159,000		
	YSAQMD Clean Air Funds FY 2007-08 (Assumes at least 50% of FY05/06 estimate to Alternative Modes Projects)	\$145,000		
	TDA Article 3 FY 07-08 (Based on MTC Estimate)	\$319,060		
	ECMAQ FY 07-08	\$1,200,000		
	Solano Bicycle/ Pedestrian Program FY 07-08 (County share for FY 07/08 & FY08/09 is \$1,395,835)	\$697,917	Target Regional Competitive Funding	\$1,920,000
	MTC Regional TLC/HIP FY 07-08 (Assumes 6% of \$18mil)	\$1,080,000		
	BAAQMD Regional TFCA Funds (Assumes 6% of \$10 mil)	\$600,000		
	RM2 Safe Routes to Transit Program (Assumes 6% of \$4 mil)	\$240,000	Target State Competitive Funding	\$320,000
	Caltrans BTA Fiscal (Assumes 1% of \$8 mil)	\$80,000		
			Total Target Amount for FY 2007-08	\$5,726,977

*Regional funding target based on Solano County's population share equal to about 6% of the San Francisco Bay Area.

**State competitive target based on Solano County's population share equal to about 1% of the State of California.

		Approximate Target Funding Amounts		
Fiscal Year 2008/09	County TLC (Enhancements/CMAQ) FY 08-09 (Based on MTC Enhancement/CMAQ estimate)	\$861,000	Target Discretionary Funding	\$3,499,576
	TFCA Program Manager Funds FY 08-09 (Assumes at least 50% of FY05/06 estimate to Alternative Modes Projects)	\$158,000		
	YSAQMD Clean Air Funds FY 08-09 (Assumes at least 50% of FY05/06 estimate to Alternative Modes Projects)	\$145,000		
	TDA Article 3 FY 08-09 (Based on MTC Estimate)	\$336,659		
	ECMAQ Fiscal Year 08/09	\$1,300,000		
	Solano Bicycle/ Pedestrian Program FY 08-09 (County share for FY 07/08 & FY08/09 is \$1,395,835)	\$697,917		
	MTC Regional TLC/HIP FY 08-09 (Assumes 6% of \$18 mil)	\$1,080,000	Target Regional Competitive Funding	\$1,680,000
	BAAQMD Regional TFCA Funds (Assumes 6% of \$10 mil)	\$600,000		
	Caltrans BTA Fiscal Year 06/07 (Assumes 1% of 8 mil)	\$80,000	Target State Competitive Funding	\$320,000
	Caltrans Safe Routes to School Program (Assumes 1% of \$24 mil)	\$240,000		
			Total Target Amount for FY 2008-09	\$5,499,576

Grand Target Total + Alternative Modes Fund Received for Solano County Projects (FY 2005-06 to FY 2008-09)	\$21,828,884
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Total Alternative Mode Funding Received for FY 2005-06

County Discretionary Funds	\$2,331,256
Regional Competitive Funds	\$2,341,000
State Competitive Funds	\$562,000
Total	\$5,234,256

Estimated Alternative Mode Fund Summary FY 2006-07 to FY 2008-09

County Discretionary Funds	\$10,354,628
Regional Competitive Funds	\$5,280,000
State Competitive Funds	\$960,000
Total	\$16,594,628

*Regional funding target based on Solano County's population share equal to about 6% of the San Francisco Bay Area.

**State competitive target based on Solano County's population share equal to about 1% of the State of California.

Draft Alternative Modes Funding Strategy

	9/21/2005	Estimated Funds to be Programmed by STA During FY 2006-07 to FY 2008-09				Total per fund source
		TLC	Bike	Ped	To Be Determined	
County TLC Transportation Enhancements (TE) - Based on MTC's Enhancement estimate		\$ 1,769,000	\$ -	\$ -	\$ -	\$ 1,769,000
County TLC Congestion Mitigation Air Quality (CMAQ) - Based on MTC's CMAQ estimate		\$ 520,000	\$ -	\$ -	\$ -	\$ 520,000
County TLC Eastern Solano Congestion Mitigation Air Quality (E.CMAQ) - Based on MTC's CMAQ estimate		\$ 1,520,000	\$ 800,000	\$ 400,000	\$ 2,080,000	\$ 4,800,000
TFCA Program Manager Funds (Assumes at least 50% to Alternative Modes Projects)		\$ -	\$ -	\$ -	\$ 477,000	\$ 477,000
YSAQMD Clean Air Funds (Assumes at least 50% to Alternative Modes Projects)		\$ -	\$ -	\$ -	\$ 435,000	\$ 435,000
TDA Article 3 (Based on MTC Estimate)- 2/3 bike, 1/3 ped		\$ -	\$ 638,529	\$ 319,265	\$ -	\$ 957,794
Solano Bicycle/ Pedestrian Program (County share for FY 07/08 & FY08/09 is \$1,395,835)-2/3 bike, 1/3 ped		\$ -	\$ 930,556	\$ 465,278	\$ -	\$ 1,395,834
		\$ 3,809,000	\$ 2,369,085	\$ 1,184,543	\$ 2,992,000	\$ 10,354,628



DATE: September 16, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Unmet Transit Needs Public Hearing for FY 2006-07

Background:

Transportation Development Act (TDA) Article 4/8 funds are distributed to cities and counties based upon a population formula and are primarily intended for transit purposes. However, TDA funds may be used for streets and roads purposes in counties with a population of less than 500,000, if it is annually determined by the regional transportation planning agency (RTPA) that all reasonable unmet transit needs have been met.

Solano County is the one county in the Bay Area that has local jurisdictions using TDA funds for streets and roads. Four out of eight jurisdictions currently use TDA funds for streets and roads (Rio Vista, Suisun City, Vacaville and the County of Solano).

Annually, the Metropolitan Transportation Commission (MTC), the state designated Regional Transportation Planning Agency (RTPA) for the Bay Area, holds a public hearing in the fall to begin the process to determine if there are any transit needs not being reasonably met in Solano County. Based on comments raised at the hearing and written comments received, MTC staff then selects pertinent comments for Solano County's local jurisdictions to respond to. The STA coordinates with the transit operators who must prepare responses specific to their operation.

Once STA staff has collected all the responses from Solano County's transit operators, a coordinated response is forwarded to MTC. Evaluating Solano County's responses, MTC staff determines whether or not there are any potential comments that need further analysis. If there are comments that need further analysis, MTC presents them to MTC's Programming and Allocations Committee (PAC) to seek their concurrence on those issues that the STA or the specified transit operator would need to further analyze as part of the Unmet Transit Needs Plan.

If the transit operators, the STA and Solano County can thoroughly and adequately address the issues as part of the preliminary response letter, MTC staff can move to make the finding that there are no unreasonable transit needs in the county. Making a positive finding of no reasonable transit needs allows the four agencies who claim TDA for streets and roads purposes to submit those TDA Article 8 claims for FY 2005-06. All TDA claims for local streets and roads are held by MTC until this process is completed.

Discussion:

The annual Unmet Transit Needs public hearing has been traditionally held in November or early December. Planning has begun to schedule this meeting for the FY 2006-07 TDA funding cycle. A meeting date and location have been set for Wednesday, December 7 at 5:45pm at the Suisun City Council Chambers. All transit operators are encouraged to attend.

Following the public hearing and public comment period, MTC will summarize the key issues of concern and forward them to the STA to coordinate a response. STA staff will work with the affected transit operators to coordinate Solano County's coordinated response.

Recommendation:
Informational.



DATE: September 19, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Intercity Transit Funding Agreement

Background:

The STA's I-80/I-680/I-780 Transit Corridor Study identified eight intercity bus routes in Solano County, some of which are subsidized by more than one jurisdiction. The basis for subsidy sharing for these routes varies. The Transit Corridor Study recommended developing an annual and multi-year funding agreement (MOU) for intercity transit services as a part of the next steps following completion of the study.

Of the eight intercity bus routes currently in service, six had subsidy sharing arrangements among the participating jurisdictions. The subsidy shares are negotiated in agreements among the participants, some of which are documented and others are not.

With the addition of Regional Measure 2 (RM2) funded service, there is now a ninth intercity transit route – Vallejo Transit Rt. 92.

As listed below, the STA has been managing, marketing, and coordinating a variety of transit studies and services in the past five years as well as becoming increasingly involved with coordinating transit funding in the county.

- STA manages two transit services: Rt. 30 and Solano Paratransit which are funded by multiple agencies; (and operated by Fairfield/Suisun Transit)
- STA will manage the allocation of new Lifeline Program Funds;
- STA funds and assists local transit studies;
- STA markets and promotes transit through SolanoLinks and SNCI programs;
- STA coordinates the Solano County Transportation Development Act (TDA) claims and allocates STAF project funding which includes funding for intercity bus routes; Unmet Transit Needs process; SolanoWORKs Plan and Implementation; and Community Based Organization Transportation Plans.

The STA's coordination of the annual multi-agency TDA matrix and the State Transit Assistance Fund's (STAF) project funding for the county has clarified and simplified the claims process locally and regionally. Having a coordinated multi-year, multi-agency funding strategy with predictability and some flexibility would help to further stabilize transit service funding in Solano County.

Discussion:

Transit agencies frequently have agreements among participating jurisdictions to share in the operating subsidies required for service to their communities. Earlier this year, STA's transit consultant conducted nationwide research and presented a summary of subsidy allocation factors and methodologies to the Consortium.

Three subsidy sharing options with various factors were presented and one was selected for further testing. This methodology included ridership and vehicle miles as the key factors. Data was to be collected from the transit operators to test the draft formula.

Staff has collected much of the data and has begun testing a variety of scenarios using these two factors. These continue to be refined and summarized to show potential impacts on each jurisdiction. A separate meeting with the transit operators and other funding partners to review and discuss the results is planned for early October. This item is expected to return to the Consortium and TAC in October and STA Board in December (there is no November Board meeting) for action.

Recommendation:

Informational.



DATE: September 20, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Rio Vista Intercity Transit Proposal

Background/Discussion:

Rio Vista is proposing a service change that will include daily intercity service from Rio Vista to Fairfield and Suisun City. It will also connect to Antioch and daily to Isleton in Sacramento County (see Attachment). This proposal is planned to go into effect in November 2005. STA staff has been requested to review and provide comment. For further information, Rio Vista Transit staff will present this proposal to the Consortium.

Recommendation:

Informational.

Attachment:

- A. Rio Vista Transit Proposed Service Changes for November 2005

Rio Vista Transit Proposed Service Changes For November 2005

The City of Rio Vista is proposing to make major modifications to the Rio Vista Transit system to improve the transit system efficiency, cost effectiveness and mostly importantly, increase the farebox recovery ratio, in order to continue receiving the State of California, Transportation Development Act (TDA) funds to support the operation of the transit system.

The most important thing to note is that this service change is an enhancement over the current service today. Buses will run later, on Saturday and continue to provide the door-to-door service.

Listed below is an explanation on the new Rio Vista Delta Breeze transit system:

Rio Vista Delta Breeze Deviated Fixed Routes

Rio Vista Delta Breeze deviated fixed routes will consist of three new bus routes that would take passengers within the City of Rio Vista and connect Rio Vista to Isleton, Fairfield and Antioch. The deviated fixed route service are buses that follows a route on a timed schedule, however with one hour advance notice to the transit dispatcher, the bus will deviate or flex off route to pick up or drop off passengers that live too far away from the route or are unable to walk to the bus stop. There will be 32 bus stops located throughout the city for those who choose to walk to a bus stop. The Rio Vista Delta Breeze routes will operate Monday through Saturday from 6:30 am to 6:00 pm. There would be no service on Sunday or on New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day or Christmas Day. The Rio Vista Delta Breeze routes consist of the following:

Route 50 State Route 12 Express (Bass Route) between Isleton, Fairfield and Rio Vista with guaranteed transfers to SCT/LINK for travel to Lodi, Fairfield/Suisun Transit for travel to Fairfield, Suisun City, BART, Vacaville or Benicia, Baylink Express for travel to BART, Vallejo or Vacaville or Amtrak California Capitol Corridor for travel to Sacramento, Oakland or San Jose.

Route 51 Rio Vista City Circulator (Sturgeon Route) serving Trilogy, schools, shopping, senior center, government offices and other points of interest with connections to Route 50 and 52.

Route 52 State Route 160 Express (Salmon Route) serving Antioch with guaranteed transfers to Tri Delta Transit for travel to BART, Antioch and Oakley and The County Connection for travel to Walnut Creek, Concord and BART.

New fares for Rio Vista Delta Breeze will be instituted. Fares will be based on a one-way price. Monthly Passes and 10-Ride Passes will be available at a discount for users who ride frequently. The fares are listed below:

Fare Category	General Fare (5-59 years old)	Seniors (age 60 or older), Persons with Disabilities and Medicare Card Passengers
Intercity to Isleton, Fairfield or Antioch	\$4.50 Monthly Pass - \$85.00 (Includes all Routes) 10-Ride Pass - \$36.00	\$4.50 Monthly Pass - \$85.00 (Includes all Routes) 10-Ride Pass - \$36.00
Within Rio Vista	\$1.25 Monthly Pass - \$35.00 10-Ride Pass - \$12.50	75 cents Monthly Pass - \$20.00 10-Ride Pass - \$7.50
Route Deviations	50 cents	Free
Transfers to or from other Delta Breeze routes, SCT/LINK, Fairfield/Suisun Transit System, Tri Delta Transit, The County Connection, Baylink Express (from Capitol Corridor)	Worth \$1.25 discount off base fare	Worth \$1.25 discount off base fare

Children under the age of 5 are free, up to two children with a fare-paying passenger; age 16 years old or older.

Personal Care Attendants ride free.

Remember, that the routes are deviated fixed routes and with one hour advance notice, the bus will deviate or flex off route to pick up or drop off passengers and that transfers to travel to other cities are guaranteed and when Delta Breeze arrives, the other transit operator's bus or dial-a-ride vehicle would arrive at the same time or within 5 minutes, so that there is no waiting, or fear of being left behind.

Additional Transit Programs

Solano Paratransit would provide ADA complementary paratransit. ADA eligible passengers would be able to use this service to access medical facilities, shopping, recreation or other points of interest throughout Solano County. The City of Rio Vista contributes \$9,615 towards the administration and operation of this program.

Fares range from \$4.00 to \$8.00 depending where you within northern Solano County (Dixon - \$6.00, Vacaville - \$6.00, Fairfield - \$4.00, Suisun City - \$4.00). Transfer opportunities are available to travel to Napa County, Vallejo and Benicia. A multi ride ticket book is available for \$15.00.

Service hours are from 7:00 am to 7:00 pm, Monday through Friday and 8:00 am to 5:00 pm on Saturday. No service is provided on New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. Reservations require at least 1 to 7 days in advance by calling (707) 429-2900.

Complementary paratransit service is for persons who are unable to board a Rio Vista Transit bus or access a Rio Vista Transit bus stop. It is recommended that this service is promote to residents who need a service of this nature, so that no duplicative trips are provided by Rio Vista Transit, which should or can be provided by Solano Paratransit.

Fairfield/Suisun Transit System administers this service, including the application process, the dispatching of vehicles, maintenance of vehicles and monitoring the quality of the service.

A new ***Rio Vista Taxi Scrip Program*** would be implemented for Rio Vista seniors (age 55 years old and older) and persons with disabilities traveling within Rio Vista or to regional destinations utilizing Delta Cab.

In order for a person to be eligible for this program, they would need to show proof of age or disability when purchasing taxi scrip books to the Finance Department. Proof can include Drivers License, Medicare card, ID card, Regional Transit Connection Card, Dial-A-Ride or Paratransit Card from another transit operator or DMV placard.

This program would have a budget of \$10,200 per year. With this budget, 1,020 taxi scrip books will be printed in a year. All taxi scrip will expire in one year to prevent fraud. An eligible person for this program would be able to purchase up to 2 taxi scrip books per month. Only 85 taxi scrip books would be available within the one-month period.

We need your comments on the proposed Rio Vista Delta Breeze Transit Plan. This is YOUR transit system. We want to make Rio Vista Delta Breeze accessible to all. You can visit with John Andoh; the City's contract Transit Coordinator at the following locations and times:

Six Community Workshops to be held throughout the City:

- Monday, September 5 – Rio Vista Swimming Pool from 1:00 pm to 3:00 pm
- Wednesday, September 7 – Rio Vista City Hall from 5:30 pm to 7:30 pm
- Thursday, September 8 – Rio Vista Senior Center from 10:00 am to 12:00 noon
- Friday, September 9 – Trilogy Clubhouse from 10:00 am to 12:00 noon
- Wednesday, September 14 – Market on Main from 4:00 pm to 7:00 pm
- Thursday, September 15 – Rio Vista Library from 4:00 pm to 6:00 pm

Five Bus Ride Along Trips from 9:00 am to 12:00 noon on:

- Friday, September 2nd (Lodi)
- Monday, September 12th (Fairfield)
- Tuesday, September 13th (Lodi)
- Wednesday, September 14th (Rio Vista)
- Thursday, September 15th (Fairfield)

The Transit Plan will be distributed at:

- Rio Vista City Hall
- Rio Vista Senior Center
- Rio Vista Library
- Fairfield Transportation Center
- Lodi Station
- South County Transit/LINK
- Isleton City Hall
- Rio Delta Unified School District
- Rio Vista High School
- On the Buses
- Solano Transportation Authority

For additional information about the proposed transit system changes, please contact John Andoh, Contract Transit Coordinator with the City of Rio Vista at 209.374.6451. He can be emailed at jandoh@ci.rio-vista.ca.us. Comments can also be mailed to him at John Andoh, Contract Transit Coordinator, City of Rio Vista, Public Works Department, One Main Street, Rio Vista, CA 94571 or faxed to (707) 374-5063. Comments will be accepted until Friday, September 23, 2005 at 5:00 pm

For route and schedule information, call Rio Vista Transit at (707) 374-2878. You can also visit Rio Vista Transit on the internet at www.ci.rio-vista.ca.us



DATE: September 15, 2005
TO: SolanoLinks Intercity Transit Consortium
FROM: Anna McLaughlin, Program Manager/Analyst
RE: SNCI Monthly Issues

Background:

Each month, the STA's Solano Napa Commuter Information (SNCI) program staff provides an update to the Consortium on several key issues: Napa and Solano transit schedule status, Partnership Regional Transit Marketing Committee, Solano Welfare to Work, and promotions. Other items are included as they become relevant.

Discussion:

1. Transit Schedules: The monthly transit schedule matrix was distributed to all Solano and Napa operators the week of September 19th via email. Based on the response received, an updated transit matrix will be provided at the meeting.

2. Partnership's Regional Transit Marketing Committee (RTMC): The next RTMC meeting is on October 11th. Information from this meeting will be provided to the Consortium at the October 26th meeting.

3. Welfare to Work (Solano): The Low Income Flexible Transportation (LIFT) funding agreement between MTC and the City of Rio Vista for a CalWORKs vanpool project is in effect. The final agreement among the STA, City of Rio Vista, and the County of Solano who will be partners in implementing this project has been created by the STA and extensively reviewed by the County and the City of Rio Vista. The STA has signed the agreement. The County has reviewed the document and is scheduled to execute it the week of September 19. The City of Rio Vista is expected to sign the agreement very soon as well. This will set the groundwork for contracting with a commuter vanpool vendor and contacting CalWORKs clients in Rio Vista to take advantage of this project.

4. Promotions: Staff is working with the Bay Area Air Quality Management District and other Transportation Demand Management organizations in the Bay Area to support the Great Race for Clean Air. The campaign will last throughout the month of September and encourages individuals to try four different alternative modes (bus, ferry, rail, rideshare, bike and walk) in four weeks. All trips are eligible, not just commute trips.

Participants have until the end of September to submit a description of the four modes that they used during the month. This information can be submitted through the SNCI website. Prizes include a Santa Barbara vacation, San Francisco Bay Cruise, and an iPod with Bose sound dock.

5. Events: SNCI has been staffing information booths at events where transit information is distributed along with a range of commute options information. Recent events include the first day of classes at Solano Community College, Silver Oak Cellars Health Fair in Napa, and farmers' markets in Rio Vista, Fairfield, Vacaville, Benicia, St Helena, and Napa. Upcoming events include the Travis Air Show, benefits fairs at United Behavioral Health in Vallejo and at St Helena Hospital, and farmers' markets throughout Solano and Napa Counties.

Recommendation:
Informational.